

	<p>भारतीय प्रौद्योगिकीसंस्थानमद्रासचेनै 600 036 INDIAN INSTITUTE OF TECHNOLOGY MADRAS Chennai 600 036 भंडार एवं क्रय अनुभाग STORES & PURCHASE SECTION Email: adstores@iitm.ac.in दूरभाष: (044) 2257 8285 / 8286 / 8287 / 8288 फ़ैक्स: (044) 2257 8292 Telephone : (044) 2257 8285/8286/8287/8288 FAX: (044) 2257 8292 GSTIN: 33AAAAI3615G1Z6</p>	
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P K Sheba Sabari

Assistant Registrar (Stores & Purchase)

Date: 05.12.2022

Tender No. IITM/SPS/CFI-Furniture/014/2022-23/SPL

**Due Date: 14.12.2022
Before 2.00 p.m.**

Dear Sir/Madam,

On behalf of the Indian Institute of Technology Madras, Tenders are invited in two bid system namely technical bid and financial bid for:

SUPPLY OF FURNITURES FOR CENTER FOR INNOVATION BUILDING AT IIT MADRAS

Conforming to the specifications enclosed.

No manual bids will be accepted. All tender documents including Technical and Financial bids should be submitted in **Government e-Market Place (GeM) portal through BoQ Based Bid**

1	LAST DATE for receipt of Tender : 14.12.2022 before 02.00 p.m
2	Date & Time of opening of Tender : 14.12.2022 @ 03.00 p.m
2	Pre-bid Meeting The Pre-bid Meeting will be conducted via Google Meet on 08.12.2022 @ 04:00 p.m. Please see the below link to join the meeting. https://meet.google.com/cid-nspi-ews

GUIDELINES FOR TENDER SUBMISSION IN GOVERNMENT E-MARKET PLACE (GEM) PORTAL THROUGH CUSTOM CATALOGUE BASED BID

Bidders are requested to go through the GeM Handbook for instructions, preparation of bids and submission of bid.

General instructions to the Bidders:

The tenders will be received online in GeM portal through BoQ Based Bid. In the Technical Bids, the bidders are required to upload all the documents in single pdf file.

Assistance to Bidders:

Any queries relating to the process of Custom Catalogue Based Bid submission or queries related to GeM Portal, contact the portal by email helpdesk-gem@gov.in or toll free nos. **1800-419-3436 / 1800-102-3436.**

TERMS AND CONDITIONS OF TENDER

1	EMD & Performance Guarantee : i. EMD of INR 3,00,000 (Rupees Three Lakhs only) should be transferred through NEFT/RTGS to the following bank account on or before due date 14.12.2022 before 2:00 p.m. Name : Registrar IIT Madras Bank : State Bank of India
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		<p style="text-align: center;">Account No. : 10620824305 Branch : IIT MADRAS IFSC CODE : SBIN00010 55</p> <p>ii. As per O.M. No.F.1/2/2022-PPD Dated 01.04.2022, the EMD will be returned to the unsuccessful Bidder(s), within 30 days after declaration of result of first stage i.e. technical evaluation etc. The EMD shall be forfeited if any Bidder withdraws the offer before finalization of the tender. The EMD amount should not be sent through Demand Draft.</p> <p>iii. Non-submission of EMD details on or before the due date and time will result in rejection of the e-bid.</p> <p>iv. As per Rule 170 of GFR 2017, exemption of EMD will be given subject to submission of undertaking by the firm seeking such exemption. Copies of relevant orders/ documents regarding such exemption should be submitted along with the tender document.</p> <p>The successful bidder shall submit a Performance Guarantee of 3% of the purchase order value by way of DD/ Bank Guarantee / FDR / Insurance Bond in favour of "The Registrar, IIT Madras" to be obtained from any commercial bank, which would be released 60 days after the successful completion of the warranty period after adjustment of dues, if any.</p>
2	<p>Preparation of Tender:</p>	<ol style="list-style-type: none"> 1) The bidder has to submit the tender document duly signed on all pages by an authorized person and his / her full name and status shall be indicated below the signature along with official seal/stamp of the firm. Submission of wrong / forged information / document will be liable to legal action, and rejection of the bid submitted by the firm. 2) The bids of the agency/firm/company not in possession of valid statutory license / registrations are liable for rejection. 3) If any relative of the bidder is an employee of the IIT Madras, the name, designation and relationship of such employee shall be intimated to the Registrar, IIT Madras in writing while submitting the bid. 4) No bidder will be allowed to withdraw / alter / modify the bid during the bid validity period. 5) Those bidders who have qualified in technical bid shall be required to exhibit one sample of each item at IIT Madras within 2 days upon intimation.
3	<p>Signing of Tender:</p>	<p>The bid is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the schedule to the tender are not fully filled in or not duly signed/authenticated. Specific attention is drawn to the delivery dates and terms and conditions enclosed herewith. Each page of the bids shall be duly signed with the official seal of the Bidders.</p> <p>If the bid is submitted by a firm in partnership, it shall be signed (with seal) by all the partners of the firm above their full typewritten names and current addresses. Alternatively it shall be signed by a partner holding power of attorney for the firm in which case a certified copy of the power of attorney shall accompany the bid. A certified copy of the partnership deed along with current addresses of all the partners of the firm shall also accompany the bid.</p> <p>If a limited company or a corporation makes the application, it shall be signed by a duly authorized person holding power of attorney for signing the bid, in which case a certified copy of the power of attorney shall accompany the bid. Such limited company or corporation may be required to furnish satisfactory evidence of its existence. The bidder shall also furnish a copy of the Memorandum of Articles of association duly attested by a Notary Public.</p>
4	<p>Period for which the offer will remain open:</p>	<p>The bids shall remain valid for acceptance/validity till: 120 days from the date of opening of the tender. However, the day up to which the offer is to remain open being declared closed holiday for the Indian Institute of Technology Madras, the offer shall remain open for acceptance till the next working day.</p>
5	<p>Prices:</p>	

	<ul style="list-style-type: none"> The prices quoted must be Nett considering all scope of supply, terms & conditions mentioned in Annexure A. The prices quoted by the Bidders should be inclusive of GST and other charges. All conditional tenders will be summarily rejected. Quote should be in INR only
6	No Advance Payment will be made for the supply. The Payment will be made only after satisfactory completion of the supply and as per terms and conditions of the purchase order.
7	Delivery: The delivery period shall be 21 days from the date of purchase order.
8	GST: As applicable
9	Terms and Conditions: Failure to comply with any of the instructions stated in this document or offering unsatisfactory explanations for non-compliance will lead to rejection of offers.
10	Right of Acceptance: IIT Madras reserves the right to reject the whole or any part of the Tender without assigning any reason or to accept them in part or full.
11	Communication of Acceptance: Letter of Intimation and acceptance will be communicated by post /email to the successful bidder to the address indicated in the bid.
12	All information including selection and rejection of technical or financial bids of the prospective bidders will be communicated through GeM portal. In terms of Rule 173 (iv) of General Financial Rule 2017, the bidder shall be at liberty to question the bidding conditions, bidding process and/or rejection of bids.
13	Bidder shall submit along with this Bid: Name and full address of the Banker & their swift code, PAN No. and GSTIN number.
14	Jurisdiction: All questions, disputes, or differences arising under, out of or in connection with the contract, if concluded, shall be subject to the exclusive jurisdiction at the place from which the acceptance of tender is issued.
15	Dispute Settlement: <ul style="list-style-type: none"> It is mutually agreed that all differences and disputes arising out of or in connection with this agreement shall be settled by mutual discussions and negotiations. If such disputes and differences cannot be settled and resolved by discussions and negotiations then the same shall be referred to the sole Arbitrator appointed by the Director, IIT Madras whose decision shall be final and binding on both the parties. It is also agreed that in case of any disagreements / disputes in connection with the Arbitrator's award, the same shall be settled under the Court of Law with its jurisdiction at Chennai. The resultant contract will be interpreted under Indian Laws.
16	Right of IIT Madras <ul style="list-style-type: none"> The Registrar, IIT Madras reserves right to withdraw / relax any of the terms and conditions mentioned above so as to overcome the problem encountered by the contracting parties. The Registrar, IIT Madras reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever and his / her decision shall be final and binding on the tenderer. IIT Madras reserves the right to suitably increase / reduce the scope of supply put to this tender. In case of any ambiguity in the interpretation of any of the clauses in tender document or purchase order, interpretation of the clauses by the IIT Madras shall be final and binding on all parties.
17	Compensation / Force Majeure: If the selected bidder could not complete the supply to the satisfaction of the IITM within the stipulated period, the firm shall be bound to pay IITM a sum calculated as given below by way of compensation If the firm fails to complete the supply by the scheduled date of completion, it will have to pay compensation for non-performance at rate of 0.25 % of tendered value for each week or part thereof of delay subject to maximum of 5% of the contract value. Compensation is not payable if the delay is attributable to the Institute and Force Majeure. However, it is the responsibility of the selected Bidder to prove that the delay is attributable to the Institute and Force Majeure. The selected Bidder shall submit the proof authenticated by the Bidder and Institute's official that the delay is attributed to the Institute and/or Force Majeure along with the bills requesting payment.
18	The bidder shall certify that the tender document submitted by him / her are of the same replica of the tender document as published by IIT Madras and no corrections, additions and alterations made to the same. If any deviation is found in the same at any stage and date, the bid / contract will be rejected / terminated and actions will be initiated as per the terms and conditions of the contract.
19	The bidder shall study the Technical Bid in detail as given in Annexure A before submitting the bid.
20	PRE-QUALIFICATION CRITERIA:

	<p>Eligibility Criteria-I</p> <ol style="list-style-type: none"> 1. The bidder shall not be from a country sharing land border with India and if the bidder is from a country sharing land border with India the bidder should have been registered with the competent authority as per orders of DIPP OM No. F. No. 6/18/2019-PPD dated 23rd July 2020, and MoCI Order No. P-45021/112/2020-PP (BE II) (E-43780) dated 24th August 2020. A declaration as per format given in Annexure – C shall be submitted with the bid. 2. Only 'Class-I local suppliers' and 'Class-II local suppliers', as defined under DIPP, MoCI Order No. P45021/2/2017-PP (BE II) dated 16th September 2020 and other subsequent orders issued therein, shall be eligible to bid in this tender. Declaration for Class-I and Class-II local suppliers should be submitted in the prescribed proforma as per Annexure-D. Non-submission of self-declaration will lead to rejection of bid out rightly and the bidder will be treated as non-local supplier. <p>Eligibility Criteria-II</p> <ol style="list-style-type: none"> 3. The bidder should not have been blacklisted / debarred by any Government/ regulatory bodies in India. A self-declaration format given in Annexure – E 4. The bidder should have GST and PAN registration (Necessary document proof should be attached) 5. The firm must have an annual turnover of atleast Rs.80 Lakhs in the last three financial years i.e. 2019-20, 2020-21 and 2021-22 and it should be duly certified by Chartered Accountant 6. Income Tax Return (ITR) statements should be submitted for the last three financial years i.e. 2019-20, 2020-21 and 2021-22. 7. The bidder should have experience in the supply of Office furniture to Central Government / Central PSU / Central Autonomous / reputed firms in the last three years as detailed below: <ol style="list-style-type: none"> i) Three (3) supplies each costing not less than Rs.38 Lakhs (Or) ii) Two (2) supplies each costing not less than Rs.57 Lakhs (Or) iii) One (1) supply costing not less than Rs.76 Lakhs <p>Copies of the documents listed below should be submitted as a proof for the above supply:</p> <ol style="list-style-type: none"> A. Purchase Order B. Work Completion Certificates / Performance Certificate 8. The bidder should be an OEM or authorized supplier of OEM. Necessary OEM certificate / OEM authorization letter for this particular tender should be submitted by the bidder.
21	<p>Number of Bids and their Submission: The bidders should submit the bids in two bid system as detailed below:</p> <p>Bid I Technical Bid The technical bid should consist of Pre-qualification Criteria (Bidder Eligibility Criteria - I & II) and technical specification compliance sheet (proforma given in Annexure-B) along with all relevant documents proof.</p> <p>Bid II Financial Bid The financial bid should be submitted as per the proforma (Annexure F). The quoted price should be inclusive of all including transportation and fixing at Center for innovation building it as per the direction of IIT Madras.</p>
22	<p>Evaluation of Bids: Bid Evaluation will take place in two stages.</p> <p>Stage I: Technical Bid evaluation</p> <ol style="list-style-type: none"> 1. Bidder will be evaluated first for conformity with Eligibility Criteria-I and those bidders who have complied with this criteria will alone be evaluated further. 2. In the 2nd stage, Eligibility Criteria-II and the technical specification offered by the bidders will be evaluated by the technical committee for compliance. Only those bidders who have fully complied with Eligibility Criteria I, II and technical specification will be considered for sample submission.

	<p>3. The bidders who have qualified the stage II should submit a samples for each category of item in the tender. Any sample which is not meeting the required criteria need to be modified to the satisfaction of IIT Madras and a chance will be given to resubmit the sample. Bidders who have fully qualified the sample evaluation will only be considered for financial bid evaluation.</p> <p>Stage II: Financial Bid Evaluation and Award of order The Lowest financial bid among those who have qualified in the Technical bid will be declared as successful bidder (L1) and the order will be awarded to successful bidder (L1).</p>
23	<p>Selection of successful bidder and Award of Order The order will be directly awarded to the technically qualified bidder as per the condition in para 3A of DIPP, MoCI Order No. 45021/2/2017-PP (BE II) dated 16th September 2020 and other subsequent orders issued therein.</p>
24	<p>The bidders will not be entertained to participate in opening of Bids. Since the tender is online through GeM portal, the opening of the bids may be checked using the respective logins of the bidders.</p>
25	<p>The pre-bid meetings will be conducted through online. Bidders can submit their queries and doubts to the email id: adstores@iitm.ac.in till the date of the online pre-bid meeting. Clarification to the queries and doubts raised by the bidders will be issued as a corrigendum/addendum in the GeM portal / Institute Website (tenders.iitm.ac.in) / CPP Portal (e-Publishing). For the bidders, submitting bids on downloaded tender document, it is 'bidders' responsibility to check for any amendment/corrigendum on the GeM portal / website of IIT Madras / check for the same CPP Portal (e-Publishing) before submitting their duly completed bids.</p>
26	<p>For Technical Related Queries Mr. Ajaykrishnan Assistant Executive Engineer IIT Madras, Chennai 600 036 Phone No. 044 2257 8165 Email: ajaypuli@iitm.ac.in</p>

Sd/-
Assistant Registrar (S&P)

ACKNOWLEDGEMENT

It is hereby acknowledged that I/We have gone through all the points listed under “Specification, Guidelines, Terms and Conditions” and Special Terms & Conditions of tender document, the same is abided and agreed to be executed. In case, if the above information is found false, I/We are fully aware that the tender /order will be rejected / cancelled by IIT Madras.

Signature of the Tenderer
Name & Address of the Tenderer with Office Stamp

SCHEDULE OF TENDER

SUPPLY OF FURNITURES FOR CENTER FOR INNOVATION BUILDING AT IIT MADRAS





Tender No. IITM/SPS/CFI-Furniture/014/2022-23/SPL




Name of Organization	Indian Institute of Technology Madras
Tender Type (Open/Limited/EOI/Auction/Single)	OPEN
Tender Category (Services/Goods/Works)	Goods
Type/Form of Contract (Work/Supply/Auction/ Service/ Buy/ Empanelment/ Sell)	Supply
Name of the Tender	SUPPLY OF FURNITURES FOR CENTER FOR INNOVATION BUILDING AT IIT MADRAS
Source of Fund (Institute/Project)	IIT Madras
Is Multi Currency Allowed	No
Date of Issue/Publishing	05.12.2022
Document Download Start Date	05.12.2022
Pre-Bidding	08.12.2022 @ 4.00 pm
Document Download End Date	14.12.2022 @ 02.00 pm
Bid Submission Start Date	09.12.2022
Last Date and Time for Uploading of Bids	14.12.2022 before 02.00 pm
Date and Time of Tender Opening	14.12.2022 at 03.00 pm
No. of Covers (1/2/3/4)	2
Bid Validity days (180/120/90/60/30)	120 Days
Address for Communication	The Assistant Registrar Stores & Purchase Section IIT Madras Chennai – 600 036
Contact No.	For Queries : 044- 2257 8287/8288
Email Address	adstores@iitm.ac.in

SUPPLY OF FURNITURES FOR CENTER FOR INNOVATION BUILDING AT IIT MADRAS

Tender No. IITM/SPS/CFI-Furniture/014/2022-23/SPL

A. Technical Specifications

S.No.	Item Detail	Specifications	Reference Images	Unit	Qty
1	LINEAR WORKSTATIONS	<p>Supplying and placing in position of cluster series modular Workstation of size:- L1-1050mm x D- 600mm x H-1050mm with keyboard tray as per image.10mm thk lacquered glass above table top at Front, left and right sides supported with metal powder coated holders and keyboard tray. 18mm thk. BWP - 710 grade Plywood + LAMINATE tabletop with PVC edge banding.. Tabletop supported with Powder coated SMART slant shape metal legs of size 50mm x 50mm and connectors of size 40mm x 40mm. Double metal powder coated raceway & Junction box below top for wire management through the floor to the table. Providing Modesty Panel at front side and inside Eng leg of 450mm Height, made of 0.8mm thk. Perforated CRCA sheet with epoxy powder coating. Single metal powder coated raceway & Junction box below top for wire management through the floor to the table. All Hardware, Locks & Handles from HETTICH / HAFAL. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge. The length and width of the workstation may vary +/-50mm to match the room alignment at the site. The supplier shall visit the site and take the measurement of the existing room before proceeding with the manufacturing. The tables shall be marked in the existing floor plans of the building and the drawing shall got approved by Engineer-in-charge</p>	 	per seat	64
2	L / T SHAPED WORKSTATIONS	<p>Supplying and placing in position of L-shaped and T-shaped smart series modular Workstation of size:- L1-1500mm x L2-1200mm x D-600mm x H-1050mm with keyboard tray as per image.10mm thk lacquered glass above table top at Front, left and right sides supported with metal powder coated holders. 18mm thk. BWP - 710 grade Plywood + LAMINATE tabletop with PVC edge banding.. Tabletop supported with Powder coated SMART slant shape metal legs of size 50mm x 50mm and connectors of size 40mm x 40mm. Double metal powder coated raceway & Junction box below top for wire management through the floor to the table. Providing Modesty Panel at front side and inside Eng leg of 450mm Height, made of 0.8mm thk. Perforated CRCA sheet with epoxy powder coating. Single metal powder coated raceway & Junction box below top for wire management through the floor to the table. All Hardware, Locks & Handles from HETTICH / HAFAL. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge. The length and width of the workstation may vary +/-50mm to match the room alignment at the site. The supplier shall visit the site and take the measurement of the existing room before proceeding with the manufacturing. The tables shall be marked in the existing floor plans of the building and the drawing shall got approved by Engineer-in-charge</p>	 	per seat	64

3	CURVILINEAR WORKSTATIONS	<p>Supplying and placing in position of curved shaped modular Workstation of size:- Length - 1200mm (interior length) x D-600mm x H-1050mm with keyboard tray. 10mm thk lacquered glass above table top at Front, left and right sides supported with metal powder coated holders. 18mm thk.BWP - 710 grade Plywood + LAMINATE tabletop with PVC edge banding.. Tabletop supported with Powder coated SMART slant shape metal legs of size 50mm x 50mm and connectors of size 40mm x 40mm. Double metal powder coated raceway & Junction box below top for wire management through the floor to the table. Providing Modesty Panel at front side and inside Eng leg of 450mm Height, made of 0.8mm thk. Perforated CRCA sheet with epoxy powder coating. Single metal powder coated raceway & Junction box below top for wire management through the floor to the table. All Hardware, Locks & Handles from HETTICH / HAFAL. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge. The length and width of the workstation may vary +/-50mm to match the room alignment at the site. The supplier shall visit the site and take the measurement of the existing room before proceeding with the manufacturing. The tables shall be marked in the existing floor plans of the building and the drawing shall got approved by Engineer-in-charge</p>		per seat	15
4	PEDESTAL	<p>Supplying and placing in position of Mobile Pedestal Unit (size:- L-375mm x D-450mm x H-600mm / 650mm) with a combination of 2 drawer & one filing drawer with locking arrangement. The pedestal storage unit shall be made of 18mm thk. BWP - 710 grade Plywood + LAMINATE tabletop with PVC edge banding with provision of handles & central Locking arrangement. All Hardware, Locks & Handles from HETTICH / HAFAL. Handles to be brushed & cancelled. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge.</p>		No	95
5	MEDIUM BACK CHAIR	<p>Supplying and placing in position of the luxuriously comfortable and supportive Office Chair of size:- (W)630mm X (D)660mm X (H)1235mm with Maximum Seating Height 540 mm and Minimum Seat Height 440 mm. Ergonomically designed, it features a breathable mesh backrest and adjustable lumbar support to provide you with all-day comfort & mobility. Tested for safety & durability, it offers a Self-weight Multi-Locking Mechanism so you can find the perfect position without having to make adjustments. The adjustable armrest provide deluxe comfort while the strong chrome base offers superb stability. The 55mm castor wheels and a 360-degree swivel provide swift yet stable movement. All Hardware, Locks & Handles from HETTICH / HAFAL. Handles to be brushed & cancelled. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge.</p>		No	253
6	HIGH BACK CHAIR	<p>Supplying and placing in position of the luxuriously comfortable and supportive Office Chair of size:- (W)630mm X (D)660mm X (H)1235mm with adjustable head rest with Maximum Seating Height 540 mm and Minimum Seat Height 440 mm. Ergonomically designed, it features a breathable mesh backrest and adjustable lumbar support to provide you with all-day comfort & mobility. Tested for safety & durability, it offers a Self-weight Multi-Locking Mechanism so you can find the perfect position without having to make adjustments. The adjustable armrest and headrest provide deluxe comfort while the strong chrome base offers superb stability. The 55mm castor wheels and a 360-degree swivel provide swift yet stable movement. All Hardware, Locks & Handles from HETTICH / HAFAL. Handles to be brushed & cancelled. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge.</p>		No	28

B. Special Terms and Conditions:

1. The dimensions and specifications of furniture's shall strictly match with the technical specifications.
2. The supplier shall showcase one sample of each furniture proposed to be supplied. The same will be evaluated by IIT Madras. Any sample which is not meeting the required criteria need to be modified to the satisfaction of IIT Madras. No payment will be made towards making the sample furniture and showcasing them at IIT Madras campus
3. IIT Madras has a right to reject the technical bids of the supplier, whose samples are not meeting the required qualification criteria set by IIT Madras.
4. If any dimensional discrepancy with respect to drawing and specifications due to calculation/printing mistake/any error is observed, the same may be brought to the notice of IITM before opening of tender.
5. **The firm shall submit Warranty for a period of Five years from the date of completion of supply for the furniture items supplied the warranty certificate shall be furnished at the time of raising the invoice.** If defect is observed during the warranty period of five years, the supplier shall repair/replace the defective product at free of cost within a week from intimation of the defects.
6. The firm shall not execute through other agency/firm on **back to back basis** (Subletting the work to the other agency). Further that, if such a violation comes to the notice of IITM, then the firm shall be blacklisted for tendering in IITM in any future works. Also, if such a violation comes to the notice of IITM, the Registrar, IITM shall be free to cancel the agreement without any liability to IITM and to forfeit the entire amount of Performance Guarantee.
7. The fabrication and delivery of ordered quantity of furniture's shall be made in single/ multiple phases within the stipulated time.
8. Only the final finished product shall be brought to IITM. IITM will not provide any space for fabrication of the product.
9. Finishing & workmanship in the product is of prime importance and must be good quality.
10. The supplier shall ensure that the product is manufactured as per specification and all the fitting/accessories used are of standard quality, wherever not specified.
11. On demand by IITM, any components/fixtures shall be supplied to IITM within three days for testing purposes as per the relevant Indian standards. The cost for the transportation, testing etc. shall be borne by the supplier.
12. The rate shall be inclusive of fabrication, transporting, loading, unloading, assembling and placing the furnished item up to G+3 floors level. During delivery, all the furniture items shall be stored in secured rooms till placing in position at all the floors of the CFI building, IIT Madras. No extra cost will be given for storage and placing in position.
13. The delivery period includes the time for preparing the drawings, getting necessary approval from IIT Madras, fabrication, supply and installation all complete
14. All unwanted waste materials generated during delivery shall be taken out of IITM campus immediately at free of cost.
15. The work shall be carried out with least hindrance to the adjoining buildings and offices and the supplier will be responsible for any damage, caused to the existing fixtures, painting, flooring, furniture etc. in the course of delivery, stacking and shall be made good for which nothing extra shall be payable.
16. Canvassing whether directly or indirectly, in connection with tender is strictly prohibited and the tenders of the tenderers who resort to canvassing will be liable to rejection.
17. All furniture's shall be wrapped with appropriate material during delivery in order not to get damaged during transportation / delivery / shifting/ placing. The wrapper shall be removed after delivery/ shifting. The waste materials shall be disposed out of IITM. No extra cost shall be paid for the same.
18. Any damage that occurs during the delivery/installation to any part of the item for any reasons due to rain, storm or neglect of supplier shall be rectified by them in an approved manner at no extra cost.

19. Insurance: The responsibility for insuring the goods will be with the supplier.
20. Upon issue of the purchase order the agency shall visit the site and take the actual site measurements before processing the fabrication/ manufacturing
21. The supplier shall visit the site and take the measurement of the existing room before proceeding with the manufacturing. The furniture shall be marked in the existing floor plans of the building and the drawing shall got approved by Engineer-in-charge. After approval of the drawing, the number of furniture required for furnishing the building shall be manufactured and supplied
22. IIT Madras may place additional order of upto 50% of quantum item called for this tender.
23. There may be a reduction of upto 10% of total quantity of items called for in this tender.
24. The payment will be made based on the actual supply of the furniture
25. The colour of laminates shall be as approved by IIT Madras to match the theme of the building
26. Delivery shall be made according to the stipulations in the order. Goods will be accepted between 09.00 AM and 01.00 PM & 02.00 PM and 5.30PM on all working days (from Monday to Friday).

PROFORMA FOR TECHNICAL BID
SUPPLY OF FURNITURES FOR CENTER FOR INNOVATION BUILDING AT IIT MADRAS

Tender No. IITM/SPS/CFI-Furniture/014/2022-23/SPL

A. PRE-QUALIFICATION CRITERIA

Sl. No.	Description	Compliance (Yes/No)	Page Ref.No.
PRE-QUALIFICATION CRITERIA			
I. ELIGIBILITY CRITERIA - I			
1	The bidder shall not be from a country sharing Land border with India and if the bidder is from a country sharing land border with India the bidder should have been registered with the competent authority as per orders of DIPP OM No. F. No. 6/18/2019-PPD dated 23 rd July 2020, and MoCI Order No. P-45021/112/2020-PP (BE II) (E-43780) dated 24 th August 2020. A declaration as per format given in Annexure – C shall be submitted with the bid.		
2	Only 'Class-I local suppliers' and 'Class-II local suppliers', as defined under DIPP, MoCI Order No. P-45021/2/2017-PP (BE II) dated 16 th September 2020 and other subsequent orders issued therein, shall be eligible to bid in this tender. Declaration for Class-I and Class-II local suppliers should be submitted in the prescribed proforma as per Annexure-D		
II. ELIGIBILITY CRITERIA - II			
3	The bidder should not have been blacklisted / debarred by any Government/ regulatory bodies in India. A self-declaration format given in Annexure – E		
4	The bidder should have GST and PAN registration (Necessary document proof should be attached)		
5	The firm must have an annual turnover of atleast Rs.80 Lakhs in the last three financial years i.e. 2019-20, 2020-21 and 2021-22 and it should be duly certified by Chartered Accountant		
6	Income Tax Return (ITR) statements should be submitted for the last three financial years i.e. 2019-20, 2020-21 and 2021-22.		
7	The bidder should have experience in the supply of Office furniture to Central Government / Central PSU / Central Autonomous / reputed firms in the last three years as detailed below: <ul style="list-style-type: none"> i) Three (3) supplies each costing not less than Rs.37 Lakhs (Or) ii) Two (2) supplies each costing not less than Rs.57 Lakhs (Or) iii) One (1) supply costing not less than Rs.76 Lakhs Copies of the documents listed below should be submitted as a proof for the above supply: <ul style="list-style-type: none"> i) Purchase Order ii) Work Completion Certificates / Performance 		
8	The bidder should be an OEM or authorized supplier of OEM. Necessary OEM certificate / OEM authorization letter for this particular tender should be submitted by the bidder		

B. TECHNICAL SPECIFICATION

S.No.	Item Detail	Specifications	Unit	Qty	Compliance (Yes/No)	Page Ref No.
1	LINEAR WORKSTATIONS	Supplying and placing in position of cluster series modular Workstation of size:- L1-1050mm x D- 600mm x H-1050mm with keyboard tray as per image.10mm thk lacquered glass above table top at Front, left and right sides supported with metal powder coated holders and keyboard tray. 18mm thk. BWP - 710 grade Plywood + LAMINATE tabletop with PVC edge banding.. Tabletop supported with Powder coated SMART slant shape metal legs of size 50mm x 50mm and connectors of size 40mm x 40mm. Double metal powder coated raceway & Junction box below top for wire management through the floor to the table. Providing Modesty Panel at front side and inside Eng leg of 450mm Height, made of 0.8mm thk. Perforated CRCA sheet with epoxy powder coating. Single metal powder coated raceway & Junction box below top for wire management through the floor to the table. All Hardware, Locks & Handles from HETTICH / HAFAL. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge. The length and width of the workstation may vary +/-50mm to match the room alignment at the site. The supplier shall visit the site and take the measurement of the existing room before proceeding with the manufacturing. The tables shall be marked in the existing floor plans of the building and the drawing shall got approved by Engineer-in-charge	Per seat	64		
2	L / T SHAPED WORKSTATIONS	Supplying and placing in position of L-shaped and T-shaped smart series modular Workstation of size:- L1-1500mm x L2-1200mm x D-600mm x H-1050mm with keyboard tray as per image.10mm thk lacquered glass above table top at Front, left and right sides supported with metal powder coated holders. 18mm thk.BWP - 710 grade Plywood + LAMINATE tabletop with PVC edge banding.. Tabletop supported with Powder coated SMART slant shape metal legs of size 50mm x 50mm and connectors of size 40mm x 40mm. Double metal powder coated raceway & Junction box below top for wire management through the floor to the table. Providing Modesty Panel at front side and inside Eng leg of 450mm Height, made of 0.8mm thk. Perforated CRCA sheet with epoxy powder coating. Single metal powder coated raceway & Junction box below top for wire management through the floor to the table. All Hardware, Locks & Handles from HETTICH / HAFAL. The product shall be from ISO 9001:2015,BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge. The length and width of the workstation may vary +/-50mm to match the room alignment at the site. The supplier shall visit the site and take the measurement of the	Per seat	64		

		existing room before proceeding with the manufacturing. The tables shall be marked in the existing floor plans of the building and the drawing shall got approved by Engineer-in-charge.				
3	CURVILINEAR WORKSTATIONS	Supplying and placing in position of curved shaped modular Workstation of size:- Length - 1200mm (interior length) x D-600mm x H-1050mm with keyboard tray. 10mm thk lacquered glass above table top at Front, left and right sides supported with metal powder coated holders. 18mm thk.BWP - 710 grade Plywood + LAMINATE tabletop with PVC edge banding.. Tabletop supported with Powder coated SMART slant shape metal legs of size 50mm x 50mm and connectors of size 40mm x 40mm. Double metal powder coated raceway & Junction box below top for wire management through the floor to the table. Providing Modesty Panel at front side and inside Eng leg of 450mm Height, made of 0.8mm thk. Perforated CRCA sheet with epoxy powder coating. Single metal powder coated raceway & Junction box below top for wire management through the floor to the table. All Hardware, Locks & Handles from HETTICH / HAFALE. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge. The length and width of the workstation may vary +/-50mm to match the room alignment at the site. The supplier shall visit the site and take the measurement of the existing room before proceeding with the manufacturing. The tables shall be marked in the existing floor plans of the building and the drawing shall got approved by Engineer-in-charge	Per seat	15		
4	PEDESTAL	Supplying and placing in position of Mobile Pedestal Unit (size:- L-375mm x D-450mm x H-600mm / 650mm) with a combination of 2 drawer & one filing drawer with locking arrangement. The pedestal storage unit shall be made of 18mm thk. BWP - 710 grade Plywood + LAMINATE tabletop with PVC edge banding with provision of handles & central Locking arrangement. All Hardware, Locks & Handles from HETTICH / HAFALE. Handles to be brushed & cancelled. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge.	No	95		
5	MEDIUM BACK CHAIR	Supplying and placing in position of the luxuriously comfortable and supportive Office Chair of size:- (W)630mm X (D)660mm X (H)1235mm with Maximum Seating Height 540 mm and Minimum Seat Height 440 mm. Ergonomically designed, it features a breathable mesh backrest and adjustable lumbar support to provide you with all-day comfort & mobility. Tested for safety & durability, it offers a Self-weight Multi-Locking Mechanism so you can find the perfect position without having to make adjustments. The adjustable armrest provide deluxe comfort while the strong chrome base offers superb stability. The 55mm castor wheels and a 360-degree swivel provide swift yet stable movement. All Hardware, Locks & Handles from HETTICH / HAFALE. Handles to be brushed & cancelled. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge.	No	253		

6	HIGH BACK CHAIR	<p>Supplying and placing in position of the luxuriously comfortable and supportive Office Chair of size:- (W)630mm X (D)660mm X (H)1235mm with adjustable head rest with Maximum Seating Height 540 mm and Minimum Seat Height 440 mm. Ergonomically designed, it features a breathable mesh backrest and adjustable lumbar support to provide you with all-day comfort & mobility. Tested for safety & durability, it offers a Self-weight Multi-Locking Mechanism so you can find the perfect position without having to make adjustments. The adjustable armrest and headrest provide deluxe comfort while the strong chrome base offers superb stability. The 55mm castor wheels and a 360-degree swivel provide swift yet stable movement. All Hardware, Locks & Handles from HETTICH / HAFALE. Handles to be brushed & cancelled. The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Engineer-In-Charge.</p>	No	28		
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Place:
Date:

Signature of the Tenderer
Name & Address of the
Tenderer with Office Stamp

PROFORMA FOR FINANCIAL BID (BOQ)**SUPPLY OF FURNITURES FOR CENTER FOR INNOVATION BUILDING AT IIT MADRAS**

Tender No. IITM/SPS/CFI-Furniture/014/2022-23/SPL

Sl.No.	Description	Qty.	Rate Per Unit	Total Cost (without GST)	GST (in %)	Total Cost (with GST)
1	LINEAR WORKSTATIONS	64				
2	L / T SHAPED WORKSTATIONS	64				
3	CURVILINEAR WORKSTATIONS	15				
4	PEDESTAL	95				
5	MEDIUM BACK CHAIR	253				
6	HIGH BACK CHAIR	28				
Total Cost inclusive of all*						

NOTE:

- * The rate should be inclusive of fabrication, transporting, loading, unloading, assembling and placing the finished and up to G+3 floors level.

Place:

Date:

Signature of the Tenderer

Name & Address of the

Tenderer with Office Stamp

(To be given on the letter head of the bidder)

No. IITM/SPS/CFI-Furniture/014/2022-23/SPL

Dated:

CERTIFICATE

(Bidders from India)

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I am not from such a country.

OR (*whichever is applicable*)

(Bidders from Country which shares a land border with India)

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I from _____ (Name of Country) and has been registered with the Competent Authority. I also certify that I fulfil all the requirements in this regard and is eligible to be considered. (Copy/ evidence of valid registration by the Competent Authority is to be attached)

Place:

Date:

Signature of the Tenderer

Name & Address of the

Tenderer with Office Stamp

FORMAT FOR AFFIDAVIT OF SELF-CERTIFICATION UNDER PUBLIC PROCUREMENT POLICY

(PREFERENCE TO MAKE IN INDIA) 2017

Tender No. IITM/SPS/CFI-Furniture/014/2022-23/SPL

Date: _____

I/We _____ S/o, D/o, W/o, _____ Resident
of _____ Hereby solemnly affirm and declare as under:

That I will agree to abide by the terms and conditions of the Public Procurement (Preference to Make in India) Policy vide
GoI Order no. P-45021/2/2017-PP (B.E.-II) dated 15.06.2017 (subsequently revised vide orders dated 28.05.2018,
29.05.2019 and 04.06.2020) MOCI order No. 45021/2/2017-PP (BE II) Dt.16th September 2020 & P- 45021/102/2019-BE-
II-Part(1) (E-50310) Dt.4th March 2021 and any subsequent modifications/Amendments, if any and

That the local content for all inputs which constitute the said item/service/work has been verified by me and I am
responsible for the correctness of the claims made therein.

Tick (✓) and Fill the Appropriate Category	
<input type="checkbox"/>	I/We _____ [name of the supplier] hereby confirm in respect of quoted items that Local Content is equal to or more than 50% and come under “Class-I Local Supplier” category.
<input type="checkbox"/>	I/We _____ [name of the supplier] hereby confirm in respect of quoted items that Local Content is equal to or more than 20% but less than 50% and come under “Class-II Local Supplier” category.

The details of the location (s) at which the local value addition is made and the proportionate value of local content in
percentage

Percentage of Local content: %** .

Place of the local content value calculated: _____

For and on behalf of (Name of firm/entity)

Authorized signatory (To be duly authorized by the Board of Directors)

<Insert Name, Designation and Contact No.>

[Note: In case of procurement for a value in excess of Rs. 10 Crores, the bidders shall provide this certificate from
statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or
practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.

This letter should be on the letterhead of the quoting firm and should be signed by competent authority.

** Services such as transportation, insurance, installation, commissioning, and training and after sales service support like
AMC/CMC cannot be claimed as local value addition

(To be given on the letter head of the bidder)

Self-Declaration that the Service Provider has not been Black listed

Tender No. IITM/SPS/CFI-Furniture/014/2022-23/SPL

I S/o

R/o police station District Director

/ partner/ sole proprietor (Strike out whichever is not applicable) of

..... (Firm or Company) do hereby declare and solemnly affirm:

- I. That the Firm has not been Blacklisted or declared insolvent by any of the Union or State Government / Organization.
- II. That none of the individual / firm / Company Blacklisted or any partners or shareholder thereof has any connection directly or indirectly with or has any subsistence interest in the deponent business / firm company.
- III. That neither the Firm nor any of its partner has been involved / convicted in any criminal case / economic offence nor any criminal case / economic offence is pending against firm or any partner of the Firm before any Court of Law / Police.

Place:

Date:

Signature of the Tenderer

Name & Address of the

Tenderer with Office Stamp