

	<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 / 8287 / 8288 / 8290 फ़ैक्स: (044) 2257 8082 Telephone : (044) 2257 8285/8287/8288/8290 FAX: (044) 2257 8082 GSTIN: 33AAAAI3615G1Z6</p>	
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P K SHEBA SABARI
Assistant Registrar (Stores & Purchase)

Tender No. IITM/SPS/Desk cum Bench/018/2022-23

Date: 12.01.2023
Due Date: 02.02.2023

Dear Sir/Madam,

On behalf of the Indian Institute of Technology Madras, Tenders are invited in two bid system from Class-I local suppliers and Class II local suppliers, for

**SUPPLY OF DESK CUM BENCH FOR SEMINAR ROOM & DCF
AT PHYSICS DEPARTMENT, 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 Custom Catalogue Based Bid**

1	LAST DATE for receipt of Tender	02.02.2023
	Pre-bid meeting	<p>The Pre-bid Meeting will be conducted via Google Meet on 19.01.2023 @ 03:00 p.m. Please see the below link to join the meeting https://meet.google.com/xud-qaqr-zjx</p> <p>Prospective bidders are requested to register their participation by sending an email to adstores@iitm.ac.in, with name/designation of the representative who will attend the meeting along with queries on or before 18.01.2023.</p>
GUIDELINES FOR TENDER SUBMISSION IN GOVERNMENT E-MARKET PLACE (GEM) PORTAL THROUGH CUSTOM CATALOGUE BASED BID		
<p>Bidders are requested to go through the GeM Handbook for instructions, preparation of bids and submission of bid.</p> <p>General instructions to the Bidders: The tenders will be received online in GeM portal through Custom Catalogue Based Bid. In the Technical Bids, the bidders are required to upload all the documents in single pdf file.</p> <p>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.</p>		

निविदा के निबंधन व शर्तें / TERMS AND CONDITIONS OF TENDER

2	बयाना जमा (ईएमडी) / Earnest Money Deposit (EMD)	<p>i. EMD of INR 1,40,000 (Rupees one lakh and forty thousand only) should be transferred through NEFT/RTGS to the following bank account on or before due date 02.02.2023 before 2:00 p.m.</p> <p align="center">Name : Registrar IIT Madras</p> <p align="center">Bank : State Bank of India</p> <p align="center">Account No. : 10620824305</p> <p align="center">Branch : IIT MADRAS</p> <p align="center">IFSC CODE : SBIN0001055</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.</p> <p>iii. The EMD amount should not be sent through DD.</p> <p>iv. Non-submission of EMD details on or before the due date and time will result in rejection of the e-bid.</p> <p>v. 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 surety bonds in favour of "The Registrar, IIT Madras" to be obtained from any commercial bank, within 15 (Fifteen) days from the date of issue of order by IIT Madras, which would be released 60 days after the successful completion of the warranty period after the adjustment dues if any without interest.</p> <p>In case of successful bidder, the EMD will be adjusted towards the Performance Guarantee on request.</p> <p>vi. The amount of EMD is liable to be forfeited if the bidder withdraws the offers after submission of the tender or after the occupation of the offer and fails to remit the Performance Guarantee.</p>
3	तकनीकी बोली पर मार्किंग /Marking on Technical Bid	<p>i. The pre-qualification criteria, technical specification of the item for this tender is given in Annexure A. The Bidders shall go through the pre-qualification criteria, technical specification and submit the technical bid in the proforma given in Annexure B in the tender document along with the supporting documents.</p> <p>ii. The Technical bid should be submitted in pdf format only through online (e-tender). No manual submission of bid will be entertained.</p> <p>iii. The technical bid should have the page-wise heading as "Technical Bid" and page no. in all pages with seal and signature of authorized signatory. The total no. of pages should be mentioned at the last page of the documents.</p> <p>iv. The technical bid should consist of</p> <ol style="list-style-type: none"> Document proof for EMD payment Technical Compliance sheet as per proforma given in Annexure-B Document proof for pre-qualification criteria, technical details along with catalogue / brochure and other technical, commercial terms and conditions.
4	वित्तीय बोली पर मार्किंग / Marking on Financial Bid	<p>Financial bid should be submitted in the prescribed proforma format given in Annexure- C through GeM portal. No manual or other form of submission of Financial Bid will be entertained.</p>

5	<p>निविदा की तैयारी / Preparation of Tender:</p> <ul style="list-style-type: none"> • The bids should be submitted through online only in two bid system i.e. Technical Bid and Financial Bid separately. • 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. • The bids of the agency/firm/company not in possession of valid statutory license / registrations are liable for rejection. • 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. • No bidder will be allowed to withdraw / alter / modify the bid during the bid validity period. • Those bidders who have qualified in technical bid shall be required to exhibit one sample for each category of item at IIT Madras within 7 days upon intimation
6	<p>निविदा पर हस्ताक्षर / 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>
7	<p>वह अवधि जिसके लिए ऑफर खुला रहेगा / Period for which the offer will remain open:</p> <p>The Tender shall remain open 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>
8	<p>कीमत / Prices:</p> <ul style="list-style-type: none"> • The prices quoted should be net considering all terms & conditions and as per the technical specification 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.
9	<p>आपूर्ति के लिए कोई अग्रिम भुगतान नहीं किया जाएगा / No Advance Payment will be made. Payment will be made only after supply and satisfactory installation</p>
10	<p>निबंधन व शर्त / Terms and Conditions:</p> <p>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.</p>

11	<p>सुपुर्दगी / Delivery: Items should be delivered and installed within 30 days from the date of Purchase Order. No further extension of time will be allowed. Non delivery of items will lead to cancellation of Purchase Order without any notice.</p>
12	<p>स्वीकृति का अधिकार / 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.</p>
13	<p>स्वीकृति की सूचना / Communication of Acceptance: Letter of Intimation and acceptance will be communicated by email to the successful bidder to the address indicated in the bid.</p>
14	<p>बोलीदाता को इस निविदा के साथ जमा करना होगा / Bidder shall submit along with this Tender: Name and full address of the Banker & their swift code, PAN No. and GSTIN number.</p>
15	<p>क्षेत्राधिकार / 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.</p>
16	<p>जुर्माना & परिसमापन क्षति / Penalty & Liquidated Damages / Force Majeure: If the selected Bidder fails to complete the due performance of the contract in accordance with the terms and conditions, Institute reserves the right either to cancel the contract or to accept performance already made by the selected Bidder after imposing Penalty on Selected Bidder. A penalty will be calculated on a per week basis and on the same Rate as applicable to Liquidated Damages (LD). In case of termination of the contract, Institute reserves the right to recover an amount equal to 5% of the Contract value as Liquidated Damages for non-performance.</p> <p>Both Penalty and Liquidated Damages are independent of each other and are applied separately and concurrently. Penalty and LD are not applicable for reasons 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.</p>
17	<p>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 / tender.</p>
18	<p>The bidder should study the technical bid in detail as given in Annexure B before submitting the bid.</p>
19	<p>Pre-Qualification Criteria:</p> <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 – D 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 / Class-II local suppliers should be submitted in the prescribed proforma format as per Annexure – E. <p>Eligibility Criteria II</p> <ol style="list-style-type: none"> 1. The bidder nor any of its partners has been blacklisted / debarred /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. A self-declaration format given in Annexure – F. 2. The bidders 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 as given in Annexure-G. 3. Annual turnover should be at least Rs.80 Lakhs aggregate in the past three financial years i.e. 2019-2020, 2020-2021 and 2021-2022 (Financial statements / certificates issued by Chartered Accountant should be submitted as proof).

	<p>4. The bidder should have experience in supply of similar furniture to Central Government / Central Public Sector Unit / Central Autonomous / Reputed Institutions/ reputed firms in the last 5 years as detailed below:</p> <ul style="list-style-type: none"> i) Three (3) supplies each costing not less than Rs.18 Lakhs (Or) ii) Two (2) supplies each costing not less than Rs.28 Lakhs (Or) iii) One (1) supply costing not less than Rs.36 Lakhs <p>Copies of the documents listed below should be submitted as a proof for the above supply:</p> <ul style="list-style-type: none"> i) Purchase Order ii) Work Completion Certificates with Performance <p>5. Bidders who have the following valid certifications, namely from ISO 9001:2015, ISO 14001:2015, ISO 45001:2007, BIFMA compliance, AIOTA and Greenguard shall only be considered. In case the applicant is authorized dealer, these certificates shall be obtained from the manufacturer and submitted with the tender document.</p> <p>6. The bidder should have a service centre in Chennai for service support. Proof of Office in Chennai should be furnished as documentary evidence (such as valid rental agreement / registration certificate / Certificate of Incorporation etc.).</p> <p>7. Material Test Certificate should be sent along with the supply. The Material may be checked by buyer's lab the results of the lab will be the sole Criteria for acceptance of the Item.</p> <p>8. Catalogue and Data sheet of the product should be submitted.</p> <p>9. One year standard Warranty. Additional 2 years warranty should be quoted as optional and will not be considered for financial bid evaluation.</p>
20	<p>बोलियों की संख्या और उनका प्रस्तुतीकरण / 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 (Eligibility Criteria I & Eligibility Criteria II) and technical specification compliance sheet (proforma given in Annexure-B) along with all relevant documents proof.</p> <p>The bidder should go through the Pre-Qualification Criteria (Eligibility Criteria I & II) and technical specification given in Annexure-A and images in Appendix A & B of the tender document, understand the requirement of IIT Madras and submit their technical bid along with all relevant document proof in the proforma given in Annexure-B.</p> <p>Bid II Financial Bid The Quoted price should be inclusive of fabrication, transporting, loading, unloading, assembling and fixing the finished items at Seminar Room and DCF.</p>

21	<p>Evaluation of Bids:</p> <p>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, the details for satisfying 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. 3. The bidders who have qualified the points in Sl.no. 2 of Stage-I should submit a sample for each category of item in the tender. Bidders who have fully qualified the sample evaluation will only be considered for financial bid evaluation. <p>Stage II: Financial Bid Evaluation</p> <p>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>
22	<p>सफल बोलीदाता का चयन और आदेश प्रदान करना / Selection of successful bidder and Award of Order</p> <p>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>
23	<p>Clarification to the queries and doubts raised by the bidders will be issued as a corrigendum/addendum in the Institute Website (tenders.iitm.ac.in) / GeM Portal. For the bidders, submitting bids on downloaded tender document, it is 'bidders' responsibility to check for any amendment/corrigendum on the website of IIT Madras / check for the same GeM Portal before submitting their duly completed bids.</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>

Sd/-
Assistant Registrar
Stores & Purchase

ACKNOWLEDGEMENT

It is hereby acknowledged that I/We have gone through all the points listed under “Pre-qualification criteria, Technical Specification, Guidelines and Special Terms and 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 BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**

SCHEDULE OF TENDER

**SUPPLY OF DESK CUM BENCH FOR SEMINAR ROOM & DCF AT PHYSICS DEPARTMENT, IIT MADRAS
Tender No IITM/SPS/Desk cum Bench/018/2022-23**

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
Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)	Desk cum Bench
Source of Fund (Institute/Project)	IIT Madras
Is Multi Currency Allowed	No
Date of Issue/Publishing	12.01.2023
Document Download Start Date	12.01.2023
Document Download End Date	02.02.2023
Pre bid through google meet	19.01.2023 @ 3.00 pm.
No. of Covers (1/2/3/4)	2
Bid Validity days (180/120/90/60/30)	120 Days
Address for Communication	<p><u>For General Queries</u> The Assistant Registrar Stores & Purchase Section IIT Madras Chennai – 600 036 Phone No. 044 2257 8285/8288/8287 Email: adstores@iitm.ac.in</p> <p><u>For Technical Related Queries</u> The Head of the Department Department of Physics IIT Madras, Chennai 600 036 Phone No. 044 2257 4851 / 4850 Email: phhead@iitm.ac.in / phoffice@iitm.ac.in</p>

**SUPPLY OF DESK CUM BENCH FOR SEMINAR ROOM & DCF AT PHYSICS DEPARTMENT, IIT MADRAS
Tender No. IITM/SPS/Desk cum Bench/018/2022-23**

A. PRE-QUALIFICATION CRITERIA:

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 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 – D** 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 / Class-II local suppliers should be submitted in the prescribed proforma format as per **Annexure – E**.

Eligibility Criteria II

1. The bidder nor any of its partners has been blacklisted / debarred /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. A self-declaration format given in **Annexure – F**.
2. The bidders 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 as given in **Annexure-G**.
3. Annual turnover should be at least Rs.80 lakhs aggregate in the past three financial years i.e. 2019-2020, 2020-2021 and 2021-2022 (Financial statements / certificates issued by Chartered Accountant should be submitted as proof).
4. The bidder should have experience in supply of similar furniture to Central Government / Central Public Sector Unit / Central Autonomous / Reputed Institutions/ reputed firms in the last 5 years as detailed below:
 - i) Three (3) supplies each costing not less than Rs.18 Lakhs
(Or)
 - ii) Two (2) supplies each costing not less than Rs.28 Lakhs
(Or)
 - iii) One (1) supply costing not less than Rs.36 Lakhs

Copies of the documents listed below should be submitted as a proof for the above supply:

- iii) Purchase Order
- iv) Work Completion Certificates with Performance
5. Bidders who have the following valid certifications, namely from ISO 9001:2015, ISO 14001:2015, ISO 45001:2007, BIFMA compliance, AIOTA and Greenguard shall only be considered. In case the applicant is authorized dealer, these certificates shall be obtained from the manufacturer and submitted with the tender document.
6. Proof of Office in Chennai should be furnished as documentary evidence (such as valid rental agreement / registration certificate / Certificate of Incorporation etc.).
7. Material Test Certificate should be sent along with the supply. The Material may be checked by buyer's lab & the results of the lab will be the sole Criteria for acceptance of the Item.
8. Catalogue and Data sheet of the product should be submitted.
9. One year standard Warranty. Additional 2 years warranty should be quoted as optional and will not be considered for financial bid evaluation.

B. SPECIAL TERMS & CONDITIONS:

1. The dimensions and specifications of items proposed to be supplied for this tender shall strictly match with the technical specifications mentioned in the tender.
2. Upon issue of the purchase order the supplier shall visit the site and take the actual site measurements before processing the fabrication/ manufacturing
3. The supplier shall showcase one sample for each category of item proposed to be supplied. The same will be evaluated by IIT Madras. Any sample which is not meeting the required criteria needs 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
4. IIT Madras has a right to reject the technical bids of the supplier, whose samples do not meet the technical specification set by IIT Madras.
5. If defect is observed during the warranty period, 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. Only the final finished product shall be brought to IITM. IITM will not provide any space for fabrication of the product.
8. Finishing & workmanship in the product is of prime importance and must be good quality.
9. 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.
10. 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.
11. The rate shall be inclusive of fabrication, transporting, loading, unloading, assembling and fixing the furnished item in the respective rooms. Upon delivery, all the furniture items shall be stored in secured rooms till fixing in position in the respective rooms.
12. All unwanted waste materials generated during delivery shall be taken out of IITM campus immediately at free of cost.
13. 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.
14. 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.
15. All furniture's shall be wrapped with appropriate material during delivery in order not to get damaged during transportation / delivery / shifting/ fixing. 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.
16. 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.
17. Insurance: The responsibility for insuring the goods will be with the supplier.
18. The payment will be made based on the actual supply of the furniture
19. The colour of laminates shall be as approved by IIT Madras
20. Delivery shall be made according to the stipulations in the order. Goods will be accepted between 08.00 AM and 12.00 Noon & 01.00 PM and 5.00PM on all working days (from Monday to Friday).

C. TECHNICAL SPECIFICATION:

1. Desk Cum Bench (Seminar Room) – 35 Nos. with 3 seater each

Size	Width – 2045 mm for 3 seater (681.6 mm per seat); Depth – 450 mm
Legs	MS ERW tube (IS 7138) of size 75x25x2 mm thick oval tube with 5 mm thick HR brackets as per IS:2062 and 2 mm thick CRCA brackets welded on to the tubes. Assembly to be powder coated with epoxy polyester. -Sturdy anchoring base of 7-9 mm thick plate for proper resting of Leg. Shoe should be provided at the bottom for covering the base plate.
Side Clads	Two side clads made of 18 mm thick plate with PVC lipping and on the outside covered with welded metal CRCA sheet. Assembly should be powder coated with Epoxy polyester.
Worktop	Worktop are made of 25 mm thick Pre-Laminated Board of E1-P2 Grade. All the edge of work surface are provided with machine pressed PVC edge band. Worktop should have Grommet cut-out.
Seat	Self-closing mechanism which will operate by means of dead weight. Seat under structure (13-14mm thick): Combination of welded fabricated structure (HR plates as per IS: 2062(+ thick ply (as per IS: 303) with moulded PU foam on top and should be covered with upholstery made of leatherite.
Seat Back	Combination of 8mm thick ply (as per IS:303) with moulded foam on top which in turn is covered with stitched upholstery made leatherite.
Seat Support Frame	Combination of MS ERW tube section (IS 7138) of size 80x40x2.5 mm thick rectangular tube and MS ERW tube section (IS 7138), of size 48x19.1x2 mm thick oval tube welded together. Assembly OS powder coated with Epoxy polyester. CAP made of ultramid are provided from front to cover the oval tubes.
Modesty	25mm thick pre-laminated twin board of E1-P2 Grade and approved shade conforming to IS: 12823:1990. Edge of modesty to be glued with PVC edge band.
Optional Additional Warranty	Two years after completion of one year standard warranty.

2. **Desk cum Bench (DCF) – 16 Nos. with 5 seater each**

Size	Width - 3325 mm for 5 seater (665 mm per seat); Depth - 500mm
Legs	MS ERW tube section (IS 7138) of size 75x25x2 mm thick oval tube with 5 mm thick HR brackets as per IS:2062 and 2mm thick CRCA brackets welded on to the tubes. Assembly is powder coated with epoxy polyester. Sturdy anchoring base of 8mm thick plate for proper resting of Leg. Shoe should be provided at the bottom for covering the base plate.
Side clads	Two side clads made of 18 mm thick plate with PVC lipping and on the outside covered with welded metal CRCA sheet as per IS-513. Assembly should be powder coated with Epoxy polyester.
Worktop	Worktop are made of 25 mm thick Pre-Laminated Board of E1-P2 Grade. All the edge of work surface are provided with machine pressed PVC edge band. Worktop should have Grommet cut-out.
Seat	Self-closing mechanism which will operate by means of dead weight. Seat under structure (13-14mm thick): Combination of welded fabricated structure (HR plates as per IS: 2062(+ thick ply (as per IS: 303) with moulded PU foam on top and should be covered with upholstery made of leatherite.
Seat Back	Combination of 8mm thick ply as per IS:303 with moulded foam on top which in turn is covered with stitched upholstery made leatherite.
Seat Support Frame	Combination of MS ERW tube section (IS 7138) of size 80x40x2.5 mm thick rectangular tube and MS ERW tube section (IS 7138), of size 48x19.1x2 mm thick oval tube welded together. Assembly OS powder coated with Epoxy polyester. CAP made of Ultramid are provided from front to cover the oval tubes.
Modesty	25mm thick pre-laminated twin board of E1-P2 Grade and approved shade conforming to IS: 12823:1990. Edge of modesty to be glued with PVC edge band.
<u>Optional</u> Additional Warranty	Two years after completion of one year standard warranty.

IMAGES OF SEMINAR ROOM





IMAGES OF DCF ROOM



PROFORMA FOR TECHNICAL BID
SUPPLY OF DESK CUM BENCH FOR SEMINAR ROOM & DCF AT PHYSICS DEPARTMENT, IIT MADRAS
Tender No. IITM/SPS/Desk cum Bench/012/2022-23

A. PRE QUALIFICATION CRITERIA

S. No.	Description	Compliance (Yes / No)	Reference Page No.
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 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 – D 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 / Class-II local suppliers should be submitted in the prescribed proforma format as per Annexure – E .		
II	Eligibility Criteria - II		
1	The bidder nor any of its partners has been blacklisted / debarred /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. A self-declaration format given in Annexure – F .		
2	The bidders 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 as given in Annexure-G .		
3	Annual turnover should be at least Rs.80 Lakhs aggregate in the past three financial years i.e. 2019-2020, 2020-2021 and 2021-2022 (Financial statements / certificates issued by Chartered Accountant should be submitted as proof).		
4	The bidder should have experience in supply of similar furniture to Central Government / Central Public Sector Unit / Central Autonomous / Reputed Institutions/ reputed firms in the last 5 years as detailed below: <ul style="list-style-type: none"> i) Three (3) supplies each costing not less than Rs.18 Lakhs (Or) ii) Two (2) supplies each costing not less than Rs.28 Lakhs (Or) iii) One (1) supply costing not less than Rs.36 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 with Performance 		
5	Bidders who have the following valid certifications, namely from ISO 9001:2015, ISO 14001:2015, ISO 45001:2007, BIFMA compliance, AIOTA and Greenguard Certified Company shall only be considered. In case the applicant is authorized dealer, these certificates shall be obtained from the manufacturer and submitted with the tender document.		

S. No.	Description	Compliance (Yes / No)	Reference Page No.
6	The bidder should have a service centre in Chennai for service support. Proof of Office in Chennai should be furnished as documentary evidence (such as valid rental agreement / registration certificate / Certificate of Incorporation etc.).		
7	Material Test Certificate should be sent along with the supply. The Material may be checked by buyer's lab & the results of the lab will be the sole Criteria for acceptance of the Item.		
8	Catalogue and Data sheet of the product should be submitted.		
9	One year standard Warranty. Additional 2 years warranty should be quoted as optional and will not be considered for financial bid evaluation.		

B. TECHNICAL SPECIFICATION

S. No.	Description	Compliance (Yes / No)	Reference Page No.
1.	Desk Cum Bench (Seminar Room): 35 Nos. with 3 seaters each		
1	Size	Width – 2045 mm for 3 seater (681.6 mm per seat); Depth – 450 mm	
2	Legs	MS ERW tube (IS 7138) of size 75x25x2 mm thick oval tube with 5 mm thick HR brackets as per IS:2062 and 2 mm thick CRCA brackets welded on to the tubes. Assembly to be powder coated with epoxy polyester. Sturdy anchoring base of 7-9 mm thick plate for proper resting of Leg. Shoe should be provided at the bottom for covering the base plate.	
3	Side Clads	Two side clads made of 18 mm thick plate with PVC lipping and on the outside covered with welded metal CRCA sheet. Assembly should be powder coated with Epoxy polyester.	
4	Worktop	Worktop are made of 25 mm thick Pre-Laminated Board of E1-P2 Grade. All the edge of work surface are provided with machine pressed PVC edge band. Worktop should have Grommet cut-out.	
5	Seat	Self-closing mechanism which will operate by means of dead weight. Seat under structure (13-14mm thick): Combination of welded fabricated structure (HR plates as per IS: 2062(+ thick ply (as per IS: 303) with moulded PU foam on top and should be covered with upholstery made of leatherite.	
6	Seat Back	Combination of 8mm thick ply (as per IS:303) with moulded foam on top which in turn is covered with stitched upholstery made leatherite.	
7	Seat Support Frame	Combination of MS ERW tube section (IS 7138) of size 80x40x2.5 mm thick rectangular tube and MS ERW tube section (IS 7138), of size 48x19.1x2 mm thick oval tube welded together. Assembly OS powder coated with Epoxy polyester. CAP made of ultramid are provided from front to cover the oval tubes.	
8	Modesty	25mm thick pre-laminated twin board of E1-P2 Grade and approved shade conforming to IS: 12823:1990. Edge of modesty to be glued with PVC edge band.	

S. No.	Description	Compliance (Yes / No)	Reference Page No.
2. Desk cum Bench (DCF): 16 Nos. with 5 seaters each			
1	Size	Width - 3325 mm for 5 seater (665 mm per seat); Depth - 500mm	
2	Legs	MS ERW tube section (IS 7138) of size 75x25x2 mm thick oval tube with 5 mm thick HR brackets as per IS:2062 and 2mm thick CRCA brackets welded on to the tubes. Assembly is powder coated with epoxy polyester. Sturdy anchoring base of 8mm thick plate for proper resting of Leg. Shoe should be provided at the bottom for covering the base plate.	
3	Side clads	Two side clads made of 18 mm thick plate with PVC lipping and on the outside covered with welded metal CRCA sheet as per IS-513. Assembly should be powder coated with Epoxy polyester.	
4	Worktop	Worktop are made of 25 mm thick Pre-Laminated Board of E1-P2 Grade. All the edge of work surface are provided with machine pressed PVC edge band. Worktop should have Grommet cut-out.	
5	Seat	Self-closing mechanism which will operate by means of dead weight. Seat under structure (13-14mm thick): Combination of welded fabricated structure (HR plates as per IS: 2062(+ thick ply (as per IS: 303) with moulded PU foam on top and should be covered with upholstery made of leatherite.	
6	Seat Back	Combination of 8mm thick ply as per IS:303 with moulded foam on top which in turn is covered with stitched upholstery made leatherite.	
7	Seat Support Frame	Combination of MS ERW tube section (IS 7138) of size 80x40x2.5 mm thick rectangular tube and MS ERW tube section (IS 7138), of size 48x19.1x2 mm thick oval tube welded together. Assembly OS powder coated with Epoxy polyester. CAP made of Ultramid are provided from front to cover the oval tubes.	
8	Modesty	25mm thick pre-laminated twin board of E1-P2 Grade and approved shade conforming to IS: 12823:1990. Edge of modesty to be glued with PVC edge band.	

S. No.	Optional	Total in percentage (%)
9	<p><u>Additional Warranty</u> Two years after completion of one year standard warranty.</p> <p>Warranty cost should be quoted only in percentage (%) on the total quoted rate of the furniture and will not be considered for financial bid evaluation.</p> <p><u>Item No. 1: Desk-cum-Bench (Seminar Room) – 35 Nos. with 3 seaters each</u></p> <p style="text-align: right;">a) 2nd year warranty b) 3rd year warranty</p> <p><u>Item No. 2: Desk-cum-Bench (DCF) – 16 Nos. with 5 seaters each</u></p> <p style="text-align: right;">a) 2nd year warranty b) 3rd year warranty</p>	

Note:

Illustration Example: If the total rate of the furniture quoted is X, additional warranty is 10% of X. At no cost, the actual rate should not be entered in the Technical Bid.

**SIGNATURE OF BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**

PROFORMA FOR FINANCIAL BID (BOQ)

SUPPLY OF DESK CUM BENCH FOR SEMINAR ROOM & DCF AT PHYSICS DEPARTMENT, IIT MADRAS

Tender No. IITM/SPS/Desk cum Bench/018/2022-23/SPL

S.No	Description	Qty.	Cost (without GST)	GST (in %)	Total Cost (with GST incl. of all)
1	Desk cum Bench (Seminar Room) with 3 seater Size: Width – 2045 mm for 3 seater (681.6 mm per seat); Depth – 450 mm) as per Technical specification given in Annexure-A.	35 Nos.			
2	Desk cum Bench (DCF) with 5 seater Size: Width - 3325 mm for 5 seater (665 mm per seat); Depth - 500mm as per Technical specification given in Annexure-A.	16 Nos.			
TOTAL COST INCLUSIVE OF ALL **					

NOTE:

- ** The rate should be inclusive of fabrication, transporting, loading, unloading, assembling and fixing the finished items at Seminar and DCF.

Place:

Date:

**SIGNATURE OF BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**

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

Tender No. IITM/SPS/Desk cum Bench/018/2022-23

Dated: _____

CERTIFICATE

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)

(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 am from _____ (Name of Country) and have registered with the Competent Authority. I also certify that I fulfil all the requirements in this regard and am eligible to be considered. *(Copy/ evidence of valid registration by the Competent Authority is to be attached)*

Place:

Date:

**SIGNATURE OF BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**

**FORMAT FOR AFFIDAVIT OF SELF-CERTIFICATION UNDER PUBLIC PROCUREMENT POLICY
(PREFERENCE TO MAKE IN INDIA) 2017**

Tender Reference Number: IITM/SPS/Desk cum Bench /018/2022-23

Name of the item / Service: Supply of Desk cum Bench

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 Gol 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 : _____ %**

Location at which value addition done : _____

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 a 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

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 BIDDER ALONG WITH
SEAL OF THE COMPANY WITH DATE**

OEM CERTIFICATION FORM
(in Original Letter Head of OEM)

Tender No: Dated:

We are Original Equipment Manufacturers (OEM) of..... (Name of the company)

Ms..... (Name of the vendor) is one of our Distributors/Dealers/Resellers/Partners (tick one) for the and is participating in the above mentioned tender by offering our product model.....(Name of the product with model number).

..... is authorized to bid, sell and provide service support warranty for our product as mentioned above.

Name and Signature of the authorized
signatory of OEM along with
seal of the company with Date