



भारतीय प्रौद्योगिकीसंस्थानमद्रासचेन्ने 600 036  
INDIAN INSTITUTE OF TECHNOLOGY MADRAS Chennai 600 036  
भंडार एवं क्रय अनुभाग  
STORES & PURCHASE SECTION  
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GSTIN: 33AAAAI3615G1Z6



**P K Sheba Sabari**

**Assistant Registrar (Stores & Purchase)**

**Tender No. IITM/SPS/Furniture/017/2022-23/SPL**

**Date: 17.01.2023**

**Due Date: 07.02.2023**

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 ESB BLOCK II (Department of Electrical Engineering) 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	:	07.02.2023
2	Pre-bid Meeting		The Pre-bid Meeting will be conducted via Google Meet on <b>23.01.2023 @ 11:00 a.m.</b> Please see the below link to join the meeting. <a href="https://meet.google.com/hrm-gqbg-caa">meet.google.com/hrm-gqbg-caa</a> 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 <b>before 22.01.2023.</b>

**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](mailto:helpdesk-gem@gov.in) or toll free nos. **1800-419-3436 / 1800-102-3436.**

**TERMS AND CONDITIONS OF TENDER**

1	EMD & Performance Guarantee:	<p>i. EMD of INR 1,80,000/- (Rupees One Lakhs Eighty Thousand only) should be transferred through NEFT/RTGS to the following bank account on or before due date 07.02.2023 before 2:00 p.m.</p> <p><b>Name : Registrar IIT Madras</b>  <b>Bank : State Bank of India</b>  <b>Account No. : 10620824305</b>  <b>Branch : IIT MADRAS</b>  <b>IFSC CODE : SBIN00010 55</b></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 <b>should not be sent through DD.</b></p> <p>iv. <b>Non-submission of EMD details on or before the due date and time will result in rejection of the e-bid.</b></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>vi. The successful bidder shall submit a Performance Guarantee of 3% of the purchase order value in the form of Demand Draft / Bank Guarantee / Insurance Bond 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. In case of successful bidder, the EMD will be adjusted towards the Performance Guarantee on request.</p> <p>vii. The amount of EMD is liable to be forfeited, if the bidder withdraws from the offer after submission of the tender or after the acceptance of the offer and fails to remit the Performance Guarantee.</p>
2	Marking on Technical Bid:	<p>i. The bidder eligibility criteria, technical specification of the item for this tender is given in <b>Annexure A</b>. The bidders shall go through the bidder eligibility criteria, technical specification and submit the technical bid in the proforma given in <b>Annexure B</b> in the tender document along with the supporting documents.</p> <p>ii. The Technical bid should be submitted <b>in pdf format only through online (e-tender). No manual submission of bid will be entertained.</b></p> <p>iii. The technical bid should have the page-wise <b>heading as “Technical Bid” and page no.</b> 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  a) Document proof for EMD payment  b) Technical Compliance sheet as per proforma given in Annexure-  c) Document proof for bidder eligibility criteria, technical details along with catalogue / brochure and other technical, commercial terms and conditions</p>
3	Marking on Financial Bid:	<p>Financial bid should be submitted in the prescribed proforma format given in <b>Annexure- C</b> through GeM. <b>No manual or other form of submission of Financial Bid will be entertained.</b></p>

4	<p><b>Preparation of Tender:</b></p> <ol style="list-style-type: none"> <li>1) <b>The bidder shall visit the site and take measurement of existing room before submission of bid.</b></li> <li>2) 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.</li> <li>3) The bids of the agency/firm/company not in possession of valid statutory license / registrations are liable for rejection.</li> <li>4) 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.</li> <li>5) No bidder will be allowed to withdraw / alter / modify the bid during the bid validity period.</li> <li>6) 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.</li> </ol>
5	<p><b>Signing of Tender:</b></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. <b>Each page of the bids shall be duly signed with the official seal of the Bidders.</b></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>
6	<p><b>Period for which the offer will remain open:</b></p> <p>The bids shall remain valid for acceptance/validity till: <b>120 days from the date of opening of the tender.</b> 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>
7	<p><b>Prices:</b></p> <ul style="list-style-type: none"> <li>• The prices quoted should be net considering all terms &amp; conditions and as per the technical specification mentioned in <b>Annexure A. The prices quoted by the Bidders should be inclusive of GST and other charges.</b></li> <li>• All conditional tenders will be summarily rejected.</li> <li>• Quote should be in <b>INR only.</b></li> </ul>
8	<p><b>Warranty : 1 year</b></p>
9	<p><b>No Advance Payment will be made for the supply.</b> The Payment will be made only after satisfactory completion of the supply and as per terms and conditions of the purchase order.</p>
10	<p><b>Delivery:</b> The delivery period shall be 30 days from the date of purchase order.</p>
11	<p><b>GST: As applicable</b></p>
12	<p><b>Terms and Conditions:</b> 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>
13	<p><b>Right of Acceptance:</b></p> <p>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>
14	<p><b>Communication of Acceptance:</b></p> <p>Letter of Intimation and acceptance will be communicated by post /email to the successful bidder to the address indicated in the bid.</p>
15	<p>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.</p>
16	<p><b>Bidder shall submit along with this Bid:</b></p> <p>Name and full address of the Banker &amp; their swift code, PAN No. and GSTIN number.</p>

17	<p><b>Jurisdiction:</b> 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>
18	<p><b>Dispute Settlement:</b></p> <ul style="list-style-type: none"> <li>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 <b>Director, IIT Madras</b> whose decision shall be final and binding on both the parties.</li> <li>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.</li> </ul>
19	<p><b>Right of IIT Madras</b></p> <ul style="list-style-type: none"> <li>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.</li> <li>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 bidder.</li> <li>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.</li> </ul>
20	<p><b>Compensation / Force Majeure:</b></p> <p>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.</p> <p>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.</p>
21	<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.</p>
22	<p>The bidder shall study the tender document of bidder eligibility criteria and technical specification in detail as given in <b>Annexure A</b> before submitting the bid.</p>
23	<p><b>Bidder Eligibility Criteria:</b></p> <ol style="list-style-type: none"> <li>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<sup>rd</sup> July 2020, and MoCI Order No. P-45021/112/2020-PP (BE II) (E-43780) dated 24<sup>th</sup> August 2020. A declaration as per format given in <b>Annexure – D</b> shall be submitted with the bid.</li> <li>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 <b>Annexure-E</b>.</li> <li>The bidder or any of its partners should have not been blacklisted / debarred/ involved / convicted in any criminal case / economic offense is pending against firm or any partner of the Firm before any Court of Law / Police. A self-declaration format given in <b>Annexure – F</b></li> <li>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 as given in <b>Annexure-I</b>.</li> <li>Bidders who have the following valid certifications, namely ISO 9001:2015, BIFMA compliance, AIOTA and Greenguard/GreenPro 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.</li> </ol>

	<p>6. The average annual financial turnover of the bidder should not be less than Rs.48,00,000/- (Rupees Forty Eight Lakhs Only) during the last three financial years (2019-2020, 2020-2021 &amp; 2021-2022). The turnover should be supported by Financial Statement of Accounts (Proof of Balance Sheet, Profit and Loss a/c should be submitted)</p> <p>7. The bidder should have at least 3 years experience (2019-2020, 2020-2021 &amp; 2021-2022) in the supply of Office furniture to Central Government / Central PSU / Central Autonomous / reputed firms in the last three years as detailed below:</p> <ul style="list-style-type: none"> <li>i) Three (3) supplies each costing not less than Rs.24 Lakhs (Or)</li> <li>ii) Two (2) supplies each costing not less than Rs.36 Lakhs (Or)</li> <li>iii) One (1) supply costing not less than Rs.48 Lakhs</li> </ul> <p><b>Copies of the documents listed below should be submitted as a proof for the above supply:</b></p> <p>A. Purchase Order B. Work Completion Certificates / Performance Certificate</p>
24	<p><b>Number of Bids and their Submission:</b> The bidders should submit the bids in two bid system as detailed below:</p> <p><b>Bid I Technical Bid</b> The technical bid should consist of Bidder Eligibility Criteria and technical specification compliance sheet (proforma given in <b>Annexure-B</b>) along with all relevant documents proof. <b>Any tender document without these shall be invalid and rejected.</b></p> <p><b>Bid II Financial Bid</b> The financial bid should be submitted as per the proforma (<b>Annexure C</b>). The quoted price should be for the supply and installation of the item and inclusive of all cost at IIT Madras.</p>
25	<p><b>Evaluation of Bids:</b> Bid Evaluation will take place in two stages.</p> <p><b>Stage I: Technical Bid evaluation</b></p> <ol style="list-style-type: none"> <li>1. Bidder will be evaluated first for conformity with Bidders Eligibility Criteria and those bidders who have complied with this criteria will alone be evaluated further.</li> <li>2. In the 2<sup>nd</sup> stage, Technical Specification offered by the bidders will be evaluated by the technical committee for compliance. Only those bidders who have fully complied with Bidders Eligibility Criteria and technical specification will be considered for sample submission.</li> <li>3. The bidders who have qualified the Technical Specification should submit 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.</li> </ol> <p><b>Stage II: Financial Bid Evaluation and Award of order</b> 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>
26	<p><b>Selection of successful bidder and Award of Order</b> 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>

27	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.
28	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). 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 before submitting their duly completed bids.
29	<p><b><u>For Technical Related Queries</u></b>  Head of the Department,  Department of Electrical Engineering Department  IIT Madras, Chennai 600 036  Phone No. 044 2257 4401, Email: eehead@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 “Bidder Eligibility 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 the Bidder  
Name & Address of the Bidder with Office Stamp

## SCHEDULE OF TENDER

### SUPPLY OF FURNITURES FOR ESB BLOCK II (Department of Electrical Engineering) AT IIT MADRAS

Tender No. IITM/SPS/Furniture/017/2022-23/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
Product Category (Civil Works/Electrical Works/Fleet Management/Computer Systems)	Furniture
Source of Fund (Institute/Project)	IIT Madras
Is Multi Currency Allowed	No
Date of Issue/Publishing	17.01.2023
Document Download Start Date	17.01.2023
Document Download End Date	07.02.2023
Pre-Bidding	23.01.2023 @ 11.00 am
No. of Covers (1/2/3/4)	2
Bid Validity days (180/120/90/60/30)	120 Days
Address for Communication	<b>For General Queries</b> The Assistant Registrar Stores & Purchase Section IIT Madras Chennai – 600 036 Phone No. 044 2257 8287/8290 Email: adstores@iitm.ac.in <b>For Technical Related Queries</b> Head of the Department, Department of Electrical Engineering Department IIT Madras, Chennai 600 036 Phone No. 044 2257 4401 Email: eehead@iitm.ac.in
Contact No.	For Queries : 044- 2257 8287/8288 044-2257 4401
Email Address	<a href="mailto:adstores@iitm.ac.in">adstores@iitm.ac.in</a>






## SUPPLY OF FURNITURES FOR ESB BLOCK II (Department of Electrical Engineering) AT IIT MADRAS

Tender No. IITM/SPS/Furniture/017/2022-23/SPL

**A. Technical Specifications:**

S.No.	Item Detail	Specifications	Reference Images	Unit	Qty
1	Workstation (As per layout) with Free Standing Pedestal	<p>1200x600</p> <p>Providing and fixing panel &amp; tile based modular workstation, with partition thickness as 52.4 mm thk and ht - 1200 including powder coated aluminium trims. Tiles: Combination of top tiles are fabric tackable tile. Bottom tiles - Plain metal. INTERMEDIATE BLOCKS Intermediate blocks are given in fabric + Fabric finish. Wire Management - Wires shall be taken into the system through cable ducts from the junction boxes and it is carried upto the panels through concealed conduits inside the blocks. Side legs - metal powder coated legs at the end and shared condition. System shall also have 120 mm high powder coated standalone panel legs to give the system an elevated look. Worksurface - out of 25 mm thk prelam particle board with flat pvc lipping edge banding of size 900 mm w x 600 mm d. Pedestals with legs - Nova pedestal flat metal front, Top Support Metal (BBF) 600H x 390W x 585D.</p> <p>The product shall be from ISO 9001:2015, BIFMA, AIOTA, Greenguard Certified company and as per the direction of Head of the Department. 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.</p>	   	per seat	107

2	Motion High Back Chair	<p>SEAT/BACK ASSEMBLY: The cushioned seat assembly consists of seat base moulded in glass-filled Poly-amide, moulded Polyurethane foam &amp; upholstered with high stretch knitted polyester fabric. The cushioned back assembly consists of back inner moulded in Polypropylene in-situ moulded with Polyurethane foam &amp; upholstered with high stretch knitted polyester fabric. Back Size : 45.5 cm. (L) x 53.0 cm. (H) Seat Size : 48.5 cm. (W) x 49.0 cm. (D)</p> <p>HIGH RESILIENCE (HR) POLYURETHANE FOAM: The HR polyurethane foam used in seat and back cushion is moulded in Density Min 48 kg/m<sup>3</sup>, and hardness load 15 ± 2 kgf as per IS:7888 for 25% compression.</p> <p>. TILT MECHANISM, SPINES &amp; SPINE CONNECTOR: The seat and back are firmly connected to the base frame and are cantilevered in such a way that it gives a multi-dimensional movement possibility just with a simple lean on the sides or back, without need for complex manual adjustments. The cantilevered seat offers impact cushioning while sitting and synchronises with the back movement during posture changes. The "S" shaped spines moulded in high strength glass-filled Poly-amide and the spine connector moulded in glass-filled Poly-amide form the back-spine structure involved in multi-dimensional recline motion. The variable tilt angle recline motion can be adjusted with 3 position Tilt Limit feature which should be inbuilt in seat base and the tension (return force) should be user weight dependent.</p> <p>ADJUSTABLE ARMRESTS: The assembly consists of armrest housing sliding over the armrest structure, both moulded in glass-filled Poly-amide: The height adjustment feature should be button operated having adjustment of 6.6±0.5cm. The Armrest Top should be made up of integral skin PU moulded over plastic inner moulded in glass-filled Poly-amide.</p> <p>PNEUMATIC HEIGHT ADJUSTMENT: The seating height can be adjusted with a pneumatic gas-lift having an adjustment stroke of 9.2 ± 0.3 cm</p> <p>PEDESTAL ASSEMBLY: The pedestal should be injection moulded in glass-filled Poly-amide and fitted with 5 nos. twin wheel castors. The pedestal should be 66.0±0.5 cm. pitch centre diameter and 76.0±1.0 cm. with castors</p> <p>. TWIN WHEEL CASTORS :5 nos. twin wheel castors are injection moulded in Poly-amide having 5.0 ± 0.1 cm wheel diameter assembled to the pedestal.</p> <p>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.</p>		per seat	107
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3	Personal Locker Unit	<p>Overall size of PLU + Lkr (Base) shall be 380mm(W)x450mm(D)x1830mm(H). Stackability shall have add - on units that can be stacked width wise to form bank of lockers having common side panel. Locking shall have 10 Lever cam lock with lock lever plus option of hasp arrangement . Material shall be CRCA 0.6 mm thickness . Construction shall be Rigid Knockdown construction , shelf shall be uniformly distributed load capacity per each shelf level is 35 Kg maximum . Finish shall be epoxy polyester powder coated to the thickness of 50 microns . Handle/ el holder shall be Aesthetically appealing Snap fit ABS plastic handle . Ventilation shall be attractive punched pattern for ventilation.</p> <p>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.</p>		per locker	12
4	Over Head Storage	<p>Overall Dimensions of Store Up . The Construction shall be aesthetically appealing completely knock down construction made from 0.6 mm thk. CRCA as per IS - 513 . Horizontal stiffener shall be made from 1.2 mm thk. CRCA as per IS - 513 . The doors shall be made from 18 mm thk. interior grade pre-laminated board as per IS - 12823 or 18 mm thk . Plain particle board as per IS -3087 with 0.6 thk. with 0.6 mm thk. decorative laminate and 0.6 mm thk. backing laminate as per IS - 2046 on either side . All edges shall be duly sealed with 2 mm thk. PVC edge banding . Single door with lock also there should be option of LH or RH Locking . Locking shall be 10 lever cam lock lever at the bottom of the door .Shelving shall be Heightwise adjustable shelf 1 no. Uniformly distributed load capacity of 25 Kg UDL .The finish shall be Epoxy powder coated to the thickness of 50 microns .</p> <p>Overall Dimensions of Store Up. The Construction shall be aesthetically appealing completely knock down construction made from 0.6 mm thk. CRCA as per IS - 513 . Horizontal stiffener shall be made from 1.2 mm thk. CRCA as per IS - 513 . The doors shall be made from 18 mm thk. interior grade pre-laminated board as per IS - 12823 or 18 mm thk . Plain particle board as per IS -3087 with 0.6 thk. with 0.6 mm thk. decorative laminate and 0.6 mm thk. backing laminate as per IS - 2046 on either side . All edges shall be duly sealed with 2 mm thk. PVC edge banding . Single door with lock also there should be option of LH or RH Locking . Locking shall be 10 lever cam lock lever at the bottom of the door .Shelving shall be Heightwise adjustable shelf 1 no. Uniformly distributed load capacity of 25 Kg UDL .The finish shall be Epoxy powder coated to the thickness of 50 microns . The ADD ON unit should be stacked width wise to main unit to form a bank of storage having common side panel .</p> <p>Overall Dimensions of Store Up. The doors shall be made from 18 mm thk. interior grade pre-laminated board as per IS - 12823 or 18 mm thk . Plain particle board as per IS -3087 with 0.6 thk. with 0.6 mm thk. decorative laminate and 0.6 mm thk. backing laminate as per IS - 2046 on either side . All edges shall be duly sealed with 2 mm thk. PVC edge banding. It shall have single door lock.</p> <p>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.</p>		No	107





## **B. Special Terms and Conditions:**

1. The dimensions and specifications of furniture's shall strictly match with the technical specifications. Diagrams for the Design of the ESB Block II as given in Annexure – G and Drawing of the ESB Block II as given in Annexure – H **only for information and Not to scale.**
2. Upon issue of the purchase order the agency shall visit the site and take the actual site measurements before processing the fabrication/ manufacturing and execute work as per drawing.
3. The supplier shall showcase one sample of each category of item in the tender within 7 days upon intimation. The same will be evaluated by 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 are not meeting the required qualification criteria set by IIT Madras.
5. 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.
6. **After supply of the items warranty certificate shall be furnished at the time of raising the invoice.** If defect is observed during the warranty period of one year, the supplier shall repair/replace the defective product at free of cost within a week from intimation of the defects.
7. The delivery period includes the time for preparing the drawings, getting necessary approval from IIT Madras, fabrication, supply and installation all complete.
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 fixing the furnished item at Ground Floor – 1 room, Second floor – 2 room, Third Floor – 2 rooms and Fifth Floor – 1 room . During delivery, all the furniture items shall be stored in secured rooms till fixing in position at all the floors of the ESB BLOCK II, IIT Madras. No extra cost will be given for storage and fixing in position.
13. All unwanted waste materials generated during delivery shall be taken out of IITM campus immediately at free of cost.
14. 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.
15. Canvassing whether directly or indirectly, in connection with tender is strictly prohibited and the tenders of the bidder who resort to canvassing will be liable to rejection.
16. 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.
17. 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.
18. Insurance: The responsibility for insuring the goods will be with the supplier.
19. The payment will be made based on the actual supply of the furniture
20. The colour of laminates shall be as approved by IIT Madras.
21. Delivery shall be made according to the stipulations in the order. Goods will be accepted between 08.00 AM and 01.00 PM & 02.00 PM and 5.00 PM on all working days (from Monday to Friday).

**PROFORMA FOR TECHNICAL BID****SUPPLY OF FURNITURES FOR ESB BLOCK II (Department of Electrical Engineering) AT IIT MADRAS****Tender No. IITM/SPS/Furniture/017/2022-23/SPL****A. PRE-QUALIFICATION CRITERIA:**

Sl. No.	Description	Compliance (Yes/No)	Page Ref.No.
<b>PRE-QUALIFICATION CRITERIA</b>			
<b>I. ELIGIBILITY CRITERIA - I</b>			
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 <sup>rd</sup> July 2020, and MoCI Order No. P-45021/112/2020-PP (BE II) (E-43780) dated 24 <sup>th</sup> August 2020. A declaration as per format given in <b>Annexure – D</b> 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 <b>Annexure-E</b> .		
3	The bidder or any of its partners should have not been blacklisted / debarred/ involved / convicted in any criminal case / economic offense is pending against firm or any partner of the Firm before any Court of Law / Police. A self-declaration format given in <b>Annexure – F</b>		
4	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 as given in <b>Annexure-I</b> .		
5	Bidders who have the following valid certifications, namely ISO 9001:2015, BIFMA compliance, AIOTA and Greenguard/GreenPro 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	The average annual financial turnover of the bidder should not be less than Rs.48,00,000/- (Rupees Forty Eight Lakhs Only) during the last three financial years (2019-2020, 2020-2021 & 2021-2022). The turnover should be supported by Financial Statement of Accounts (Proof of Balance Sheet, Profit and Loss a/c should be submitted)		
7	The bidder should have at least 3 years experience (2019-2020, 2020-2021 & 2021-2022) in the supply of Office furniture to Central Government / Central PSU / Central Autonomous / reputed firms in the last three years as detailed below: <p style="margin-left: 40px;">i) Three (3) supplies each costing not less than Rs.24 Lakhs (Or)</p> <p style="margin-left: 40px;">ii) Two (2) supplies each costing not less than Rs.36 Lakhs (Or)</p> <p style="margin-left: 40px;">iii) One (1) supply costing not less than Rs.48 Lakhs</p> <p><b>Copies of the documents listed below should be submitted as a proof for the above supply:</b></p> <p style="margin-left: 20px;">A.Purchase Order</p> <p style="margin-left: 20px;">B.Work Completion Certificates / Performance Certificate</p>		

**B. TECHNICAL SPECIFICATION**

S.No.	Item Detail	Specifications	Unit	Compliance (Yes/No)	Page Ref No.
1	Workstation (As per layout) with Free Standing Pedestal	<p>1200x600                      Providing and fixing panel &amp; tile based modular workstation, with partition thickness as 52.4 mm thk and ht - 1200 including powder coated aluminium trims. Tiles: Combination of top tiles are fabric tackable tile. Bottom tiles - Plain metal. INTERMEDIATE BLOCKS Intermediate blocks are given in fabric + Fabric finish. Wire Management - Wires shall be taken into the system through cable ducts from the junction boxes and it is carried upto the panels through concealed conduits inside the blocks. Side legs - metal powder coated legs at the end and shared condition. System shall also have 120 mm high powder coated standalone panel legs to give the system an elevated look. Worksurface - out of 25 mm thk prelam particle board with flat pvc lipping edge banding of size 900 mm w x 600 mm d. Pedestals with legs - Nova pedestal flat metal front, Top Support Metal (BBF) 600H x 390W x 585D. 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.</p>	   		
2	Motion High Back Chair	<p>SEAT/BACK ASSEMBLY: The cushioned seat assembly consists of seat base moulded in glass-filled Poly-amide, moulded Polyurethane foam &amp; upholstered with high stretch knitted polyester fabric. The cushioned back assembly consists of back inner moulded in Polypropylene in-situ moulded with Polyurethane foam &amp; upholstered with high stretch knitted polyester fabric. Back Size : 45.5 cm. (W) x 53.0 cm. (H) Seat Size : 48.5 cm. (W) x 49.0 cm. (D)                      HIGH RESILIENCE (HR) POLYURETHANE FOAM: The HR polyurethane foam used in seat and back cushion is moulded in Density Min 48 kg/m<sup>3</sup>, and hardness load 15 ± 2 kgf as per IS:7888 for 25% compression.                      . TILT MECHANISM, SPINES &amp; SPINE CONNECTOR: The seat and back are firmly connected to the base frame and are</p>			

cantilevered in such a way that it gives a multi-dimensional movement possibility just with a simple lean on the sides or back, without need for complex manual adjustments. The cantilevered seat offers impact cushioning while sitting and synchronises with the back movement during posture changes. The "S" shaped spines moulded in high strength glass-filled Poly-amide and the spine connector moulded in glass-filled Poly-amide form the back-spine structure involved in multi-dimensional recline motion. The variable tilt angle recline motion can be adjusted with 3 position Tilt Limit feature which should be inbuilt in seat base and the tension (return force) should be user weight dependent.

ADJUSTABLE ARMRESTS: The assembly consists of armrest housing sliding over the armrest structure, both moulded in glass-filled Poly-amide: The height adjustment feature should be button operated having adjustment of  $6.6 \pm 0.5$  cm. The Armrest Top should be made up of integral skin PU moulded over plastic inner moulded in glass-filled Poly-amide.


PNEUMATIC HEIGHT ADJUSTMENT: The seating height can be adjusted with a pneumatic gas-lift having an adjustment stroke of  $9.2 \pm 0.3$  cm

PEDESTAL ASSEMBLY: The pedestal should be injection moulded in glass-filled Poly-amide and fitted with 5 nos. twin wheel castors. The pedestal should be  $66.0 \pm 0.5$  cm. pitch centre diameter and  $76.0 \pm 1.0$  cm. with castors

. TWIN WHEEL CASTORS :5 nos. twin wheel castors are injection moulded in Poly-amide having  $5.0 \pm 0.1$  cm wheel diameter assembled to the pedestal.

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  $\pm 50$  mm 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.



3	Personal Locker Unit	<p>Overall size of PLU + Lkr (Base) shall be 380mm(W)x450mm(D)x1830mm(H). Stackability shall have add - on units that can be stacked width wise to form bank of lockers having common side panel. Locking shall have 10 Lever cam lock with lock lever plus option of hasp arrangement . Material shall be CRCA 0.6 mm thickness . Construction shall be Rigid Knockdown construction , shelf shall be uniformly distributed load capacity per each shelf level is 35 Kg maximum . Finish shall be epoxy polyester powder coated to the thickness of 50 microns . Handle/ el holder shall be Aesthetically appealing Snap fit ABS plastic handle . Ventilation shall be attractive punched pattern for ventilation.</p> <p>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.</p>			
4	Over Head Storage	<p>Overall Dimensions of Store Up . The Construction shall be aesthetically appealing completely knock down construction made from 0.6 mm thk. CRCA as per IS - 513 . Horizontal stiffener shall be made from 1.2 mm thk. CRCA as per IS - 513 . The doors shall be made from 18 mm thk. interior grade pre-laminated board as per IS - 12823 or 18 mm thk . Plain particle board as per IS - 3087 with 0.6 thk. with 0.6 mm thk. decorative laminate and 0.6 mm thk. backing laminate as per IS - 2046 on either side . All edges shall be duly sealed with 2 mm thk. PVC edge banding . Single door with lock also there should be option of LH or RH Locking . Locking shall be 10 lever cam lock lever at the bottom of the door .Shelving shall be Heightwise adjustable shelf 1 no. Uniformly distributed load capacity of 25 Kg UDL .The finish shall be Epoxy powder coated to the thickness of 50 microns .</p> <p>Overall Dimensions of Store Up. The Construction shall be aesthetically appealing completely knock down construction made from 0.6 mm thk. CRCA as per IS - 513 . Horizontal stiffener shall be made from 1.2 mm thk. CRCA as per IS - 513 . The doors shall be made from 18 mm thk. interior grade pre-laminated board as per IS - 12823 or 18 mm thk . Plain particle board as per IS - 3087 with 0.6 thk. with 0.6 mm thk. decorative laminate and 0.6 mm thk. backing laminate as per IS - 2046 on either side . All edges shall be duly sealed</p>			



		<p>with 2 mm thk. PVC edge banding . Single door with lock also there should be option of LH or RH Locking . Locking shall be 10 lever cam lock lever at the bottom of the door .Shelving shall be Heightwise adjustable shelf 1 no. Uniformly distributed load capacity of 25 Kg UDL .The finish shall be Epoxy powder coated to the thickness of 50 microns . The ADD ON unit should be stacked width wise to main unit to form a bank of storage having common side panel .</p> <p>Overall Dimensions of Store Up. The doors shall be made from 18 mm thk. interior grade pre-laminated board as per IS - 12823 or 18 mm thk . Plain particle board as per IS -3087 with 0.6 thk. with 0.6 mm thk. decorative laminate and 0.6 mm thk. backing laminate as per IS - 2046 on either side . All edges shall be duly sealed with 2 mm thk. PVC edge banding. It shall have single door lock.</p> <p>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.</p>			
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Place:

Date:

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

**PROFORMA FOR FINANCIAL BID (BOQ)****SUPPLY OF FURNITURES FOR ESB BLOCK II (Department of Electrical Engineering) AT IIT MADRAS**

Tender No. IITM/SPS/Furniture/017/2022-23/SPL

Sl.No.	Description	Qty.	Rate Per Unit	Total Cost (without GST)	GST (in %)	Total Cost (with GST)
1	Workstation as per Technical Specification mentioned in Annexure-A	107 Nos.				
2	Motion High Back Chair as per Technical Specification mentioned in Annexure-A	107 Nos.				
3	Personal Locker Unit as per Technical Specification mentioned in Annexure-A	12 Nos.				
4	Overhead Storage as per Technical Specification mentioned in Annexure-A	107 Nos.				
<b>Total Cost inclusive of all*</b>						

**NOTE:**

- \* The rate should be inclusive of fabrication, transporting, loading, unloading, assembling and fixing the finished and for Ground floor – 1 room, Second floor – 2 rooms, Third floor -2 rooms and Fifth floor – 1 room

Place:

Date:

Signature of the Bidder

Name &amp; Address of the

Bidder with Office Stamp

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

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Tender No. IITM/SPS/Furniture/017/2022-23/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 Bidder  
Name & Address of the  
Bidder with Office Stamp

**FORMAT FOR AFFIDAVIT OF SELF-CERTIFICATION UNDER PUBLIC PROCUREMENT POLICY****(PREFERENCE TO MAKE IN INDIA) 2017****Tender No. IITM/SPS/Furniture/017/2022-23/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 “ <b>Class-I Local Supplier</b> ” 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 “ <b>Class-II Local Supplier</b> ” 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)

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**Self-Declaration that the Service Provider has not been Black listed**  
**Tender No. IITM/SPS/Furniture/017/2022-23/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.

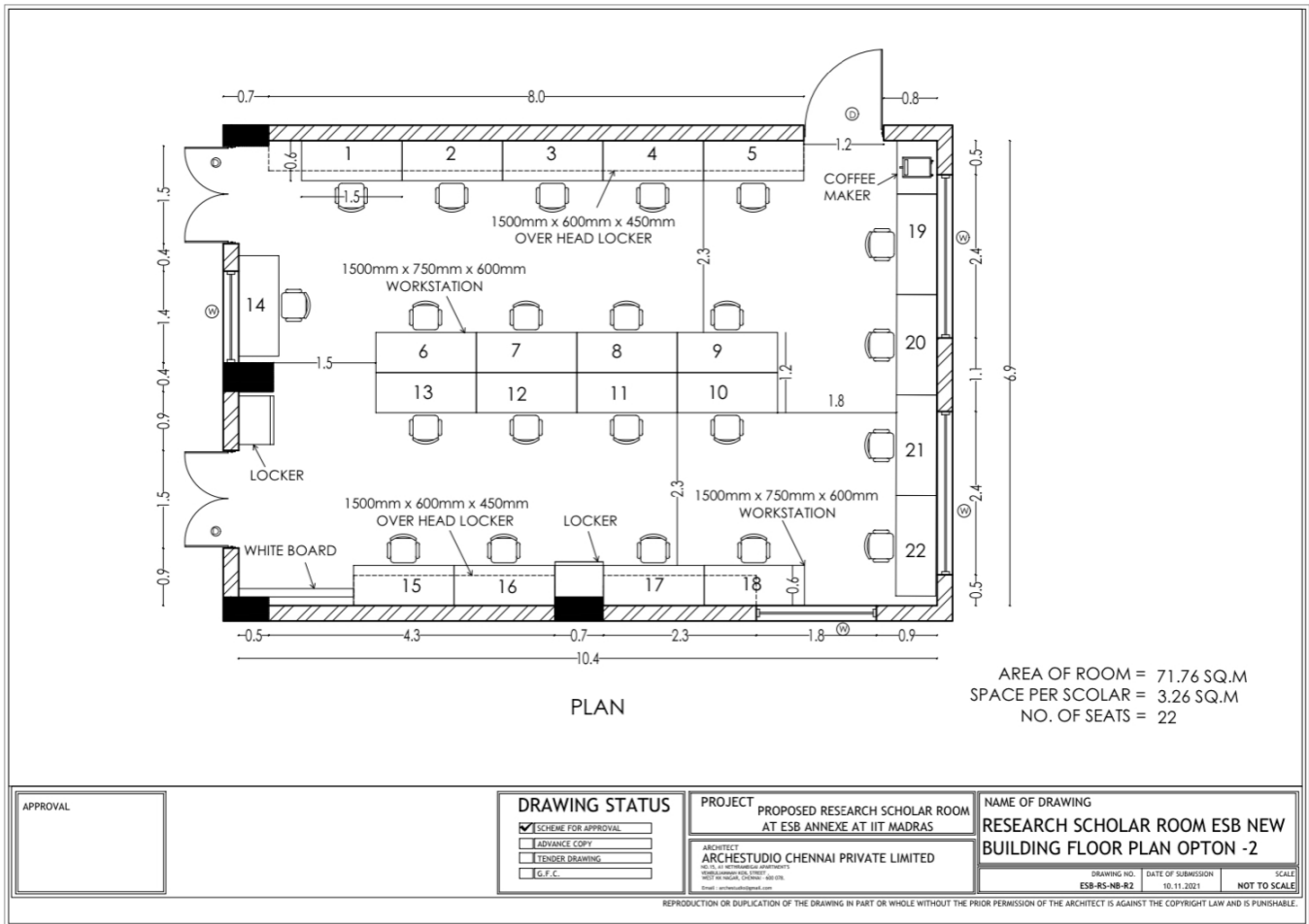
Place:  
Date:

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

**DESIGN OF THE ESB BLOCK II :**



**DRAWING OF THE ESB BLOCK II:**



**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