

OINT VENTURE BY INDIAN INSTITUTES OF TECHNOLOGY & INDIAN INSTITUTE OF SCIENCE

NPTEL



Date: 08/11/2019

Ref: NPTEL/06/2019/FURNITURE

Dear Sir/Madam

On behalf of NPTEL, Indian Institute of Technology Madras, tenders are invited for the "PURCHASE OF FURNITURE –LIMITED TENDER" conforming to the specifications given in Annexure-I.

Date of Floating Tender: 08/11/2019 Date of Closing Tender: 29/11/2019

Instructions to the Bidder

- 1. Preparation of bids: The tender should be submitted in 2 bid system i.e. Technical Bid & Financial Bid.
 - a. The technical bid should consist of all technical specifications mentioned in Annexure-I. The technical bid should have the compliance statement, as per the format provided below, for all the required specifications of all the items mentioned in Annexure-I and qualification criteria.
 - b. Financial bid should indicate price per quantity for each item as per **Annexure-II FINANCIAL QUOTE** which should be inclusive of all taxes, transportation, delivery charges packing & forwarding etc.
- 2. The technical and financial bid should be put in separate sealed covers.
 - a. The sealed envelopes should be marked (i) "Technical Bid for PURCHAE OF FURNITURE –NPTEL STUDIOS" from "Vendor Name", for technical bid sealed cover
 - b. (ii) "Financial Bid for PURCHASE OF FURNITURE-NPTEL STUDIOS" from "Vendor Name", for financial bid sealed cover.
 - c. Both the sealed covers should be put in a bigger cover.
 - d. The tender for supply of "PURCHASE OF FURNITURE NPTEL STUDIOS" should be written on the left side of the outer bigger cover and sealed with Vendor name.

The Tender shall be sent to the below mentioned addresses either by post or by courier so as to reach the following address on or before 29/11/2019, 2.00 pm. Prof. Prathap Haridoss, NPTEL, 3rd floor, IC & SR Building, I.I.T. Madras-600036.

3. EMD of Rs. 1,00,000/- has to be paid by means of DD only along with the tender. Demand Draft may be drawn in favour of "The Registrar, IIT Madras" payable at Chennai. The EMD should be put in a separate cover and should be enclosed in the technical bid cover only, else the bid will be rejected due to non-enclosure of EMD. This Earnest Money will be returned to the unsuccessful tenderers after the final disposal of the tenders. EMD will not carry any interest. EMD will not be waived under any circumstances. EMD will be forfeited in the case of non-execution of the order within the due date. Non submission of EMD will lead to rejection of tender at the opening stage itself.



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- 4. **Opening of the tender** The offer/Bids will be opened by a committee duly constituted for this purpose. The technical bids will be opened first and it will be examined by a technical committee which will decide the suitability of the bid as per our specifications and requirements. The technical bid opening is scheduled on 29/11/2019, 04.00 pm. The venue will be intimated to the vendors. In respect of opening of financial bid, those bidders who are technically qualified only will be called for.
- 5. **Prices-** The price should be quoted in net per unit (after breakup) and must include all packing and delivery charges as per the annexure II.
- 6. **Agency Commission**: No agency commission will be paid
- 7. **Terms of Delivery**: The tenderer should indicate clearly the time required for delivery of the items. The expected delivery period is 4 weeks from the date of confirmation of the contract. In case there is any deviation in the delivery schedule, liquidated damages clause will be enforced or penalty for the delayed supply period will be levied.
- 8. The offer/bids should be sent only for the items that is commercially available in the market and supplied to a number of customers (Govt of India undertaking, PSUs etc). A list of customers in India with details must accompany the proposals. Prototypes will not be accepted.
- 9. Original Catalogue (not any photocopy) of the quoted model duly signed by the manufacturer must accompany the proposal in the technical bid. Technical bid should not carry any price details.
- 10. Documentary proof for the claimed position and repetition accuracies must be obtained from the manufacturer and submitted along with the relevant pages of the standards.
- 11. Compliance or Conformation report with reference to the specifications and other terms & conditions should also be obtained from the manufacturer.
- 12. Validity of Quotation should be 90 days from the due date of tender.
- 13. **Risk Purchase Clause:** In the event of failure of supply of the item/equipment within the stipulated delivery schedule, the purchaser has all the right to purchase the item/equipment from other sources on the total risk of the supplier under risk purchase clause.
- 14. **Payment:** No advance payment will be made for the purchase. However, 90% payment against delivery and 10% after fixing/assembly are agreed to wherever the assembling is involved.
- 15. **Warranty/Guarantee**: The offer should clearly specify the warranty or guarantee period for the furniture.
- 16. **Late Offer:** The offers received after the due date and time will not be considered. The institute shall not be responsible for the late receipt of the Tender on account of postal, courier or any other delay.
- 17. **Acceptance and Rejections:** IIT Madras has the right to accept the whole or any part of the Tender or portion of the quantity offered or reject it in full without assigning any reasons.
- 18. Do not quote the optional items or additional items unless otherwise mentioned in the tender documents/specifications.
- 19. All amendments, time extensions, clarifications etc., will be uploaded on the website only and will not be published in Newspapers. Bidders should regularly visit the IIT tender portal and/or CPP portal to keep themselves updated. No extension in the bid due date/time shall be considered on account of delay in receipt of any document by mail.
- 20. Lowest bid will be evaluated for all the items mentioned in Annexure-I together and corresponding bidder will be given work order /purchase order for the items.
- 21. Technically qualified bidders will be invited to show the samples of all the items mentioned in the annexure-1 to the committee. Those bidders who are recommended by the committee after the



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inspection of the proposed items will be considered for the financial bid .

22. Disputes and Jurisdiction: -

- a. **Settlement of Disputes:** Any dispute, controversy or claim arising out of or in connection with this PO including any question regarding its existence, validity, breach or termination, shall in the first instance be attempted to be resolved amicably by both the Parties. If attempts for such amicable resolution fails or no decision is reached within 30 days whichever is earlier, then such disputes shall be settled by arbitration in accordance with the Arbitration and Conciliation Act, 1996. Unless the Parties agree on a sole arbitrator, within 30 days from the receipt of a written request by one Party from the other Party to so agree, the arbitral panel shall comprise of three arbitrators. In that event, the supplier will nominate one arbitrator and the Project Coordinator of IITM shall nominate on arbitrator. The Dean IC&SR will nominate the Presiding Arbitrator of the arbitral tribunal. The arbitration proceeding shall be carried out in English language. The cost of arbitration and fees of the arbitrator(s) shall be shared equally by the Parties. The seat of arbitration shall be at IC&SR IIT Madras, Chennai.
- b. **The Applicable Law:** This Purchase Order shall be construed, Interpreted and governed by the Laws of India, Court at Chennai shall have exclusive jurisdiction subject to the arbitration clause.

ACKNOWLEDGEMENT

It is hereby acknowledged that I/We have gone through all the points listed under "Specification, Guidelines, Terms and Conditions" of tender document. I/We totally understand the terms and conditions and agree to abide by the same.

SIGNATURE OF TENDERER ALONG WITH SEAL OF THE COMPANY WITH DATE



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QUALIFICATION CRITERIA:

- 1. Average Annual financial turnover during the last 3 years, ending 31st March of the financial year 2018-2019 shall be at least minimum of 250 Lakhs.
- 2. Work Experience: Experience of having successfully completed supplies of furniture of similar requirement during last 3 years. Proof of completion of one similar work costing not less then Rs. 25 lakhs or two similar work with value of 15 lakhs plus each.
- 3. The bidders shall submit the work order/purchase order copies of supplying similar items. The bidders shall also submit the documentary evidence in respect of satisfactory execution of each of those work orders/purchase orders, in the form of copies of any of the documents (indicating respective work order/ purchase orders and supply of the items.
- 4. Copy of satisfactory completion / performance certificates declared by 3 central government undertakings, public sector units and/or corporates.
- 5. In case the bidder is a dealer or authorized channel partner, the bidder should submit the authorization certificate from the manufacturer.
- 6. The bidder must possess the valid certification of ISO-9001 for quality process. The bidder should submit the proof of documentation for the same.
- 7. Manufacturer must have in-house testing facility conforming to International Standards. The bidder is required to present the test reports issued by the in-house testing laboratory as conformation to quality standards adhered.
- 8. Warranty: One year comprehensive and spares support should be for 10 years.
- 9. The bids of the bidders who are blacklisted by PSU or Government Department/Agency or Government Authority will be rejected. Attach self certified letter.
- 10. The color of the furniture items shall be matching the ambience and Décor of the Interiors (proposed office interior design layouts along with furniture are attached herewith)
- 11. The furniture supplied shall be aestically appealing, ergonomic and should have high quality finishing and workmanship. (proposed office interior design layouts along with furniture are attached herewith)



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ANNEXURE – I

Sl.No.	Furniture Specifications	Quantity
	Supply and Installation of classroom furniture for NPTEL – Studio rooms at IIT Madras with following specification.	
	DESK: Size: 1575 mm (L) x 375 mm (W) x 750 mm (H) BENCH: Size: 1575 mm (L) X 300 mm (W) x 450mm (H) 1 Set (Comprising of Bench and Desk)	
1	Top: Should be fabricated with 25 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT PLYWOOD with flex laminates, postformed finish at one side and other three sides banded with 2 mm thick PVC strip. Understructure: 18 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT"	58 sets
	BRAND, FIRE RESISTANT PLYWOOD with laminates, edges banded with 2 mm thick PVC strip. Seat and back: Should be fabricated with 18mm plywood with 40mm thick FIRE RESISTANT PU foam of 40 Kg/m³ density covered with furnishing fabric. Bench frame: 25mm square, 1.2 mm MS tube, sides cladded with 18 mm plywood with laminates.	

Note:

- Bench and Desk has to be fixed on the floor.
- Desk (14 nos) need not to have back rest. (Please refer drawing (pdf files) File No 01,05,06 and 07)
- 6 nos of back rest for bench has to be fixed on the rear wall. (Refer drawing (pdf files) File No 01 and 04 and 3D view)
- 2 sets of furniture as a sample have to be made and be assembled in site for getting approval for the production.
- If there are any changes required in the sample, it has to be incorporated



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IMAGE OF THE FURNITURE





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Sl.No.	Furniture Specifications	Quantity
	Supply of FACULTY TABLE IN STUDIO ROOMS	
	Size : 2000 mm x 600 mm x 750 mm H	
2	Top: Should be fabricated with 25 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND FIRE RESISTANT plywood with laminates of Architect's colour choice, postformed finish at 2 sides (Front and Back) and other 2 sides banded with 2 mm thick PVC strip.	2
	Under Structure: 40 mm square x 1.6 mm thick, 40 mm x 20 mm x 1.2 mm thick rectangular & 25 mm square x 1.2 mm thick mild steel C.R tubes, powder coated after necessary treatment.	

Note: Table should be Curved as per drawing. (Refer drawing (pdf files) – File No 01 and 04)











SUPPLY AND INSTALLATION OF FURNITURE FOR NPTEL STUDIOS – CONTROL ROOMS AT IIT MADRAS WITH THE FOLLOWING SPECIFICATION

Supply of RUNNING TAB	LE (Table A)
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Size: 2750 mm x 1000 mm x 750 mm H

Top: Should be fabricated with 25 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT plywood with laminates of Architect's colour choice, postformed finish at one side and other three sides banded with 2 mm thick PVC strip

Wooden Ledge: 18 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND" FIRE RESISTANT plywood with laminates of Architect's colour choice, duly edge banded with 2 mm thick PVC beading and with necessary provisions for sockets as shown in the drawing. (Refer drawing (pdf files) – File No. 02 and 03)

3

Under Structure : Should be fabricated with 40 mm square x 1.6 mm thick, 40 mm x 20 mm x 1.2 mm thick rectangular & 25 mm square x 1.2 mm thick mild steel C.R tubes , powder coated after necessary treatment.

Fixed Pedestal of Size : 400 mm x 400 mm x 725 mm H - Having two Drawers + One Filing Drawer – Should be fabricated with 18 mm & 9 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND FIRE RESISTANT plywood with laminates.

Keyboard Tray of Size: 600 mm x 300 mm –18 mm thick "" GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND FIRE RESISTANT plywood with laminates.

IMAGE OF THE FURNITURE

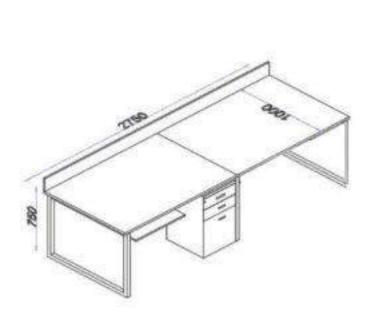
2 nos



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Supply of L – SHAPED TABLE (Table B):

Size: 3228 + 2727 mm L x 600 mm W x 750 mm H

(Refer drawing (pdf file) – File No.03)

Top: Should be fabricated with 25 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT plywood with laminates of Architect's colour choice, postformed finish at one side and other three sides banded with 2 mm thick PVC strip.

Wooden Ledge: 18 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT plywood with laminates of Architect's colour choice, duly edge banded with 2 mm thick PVC beading and with necessary provisions for sockets as shown in the drawing. (Refer drawing (pdf files) – File No. 02 and 03)

Under Structure: Should be fabricated with 40 mm square x 1.6 mm thick, 40 mm x 20 mm x 1.2 mm thick rectangular & 25 mm square x 1.2 mm thick mild steel C.R tubes, powder coated after necessary treatment.

Fixed Pedestal of Size : 400 mm x 400 mm x 725 mm H - Having two Drawers + One Filing Drawer – Should be fabricated with 18 mm & 9 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT plywood with laminates. (2 Nos)

Keyboard Tray of Size: 600 mm x 300 mm - 18 mm thick "GREEN

4

1 no







DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT plywood with laminates. (2 Nos)

IMAGE OF THE FURNITURE



Sl.No.	Furniture Specifications	Quantity
	Supply of L- SHAPED TABLE (Table C): Size: 3228 + 2752 mm L x600 mm W x 750 mm H (Refer drawing (pdf file) – File No.03)	
	Top: Should be fabricated with 25 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT plywood with laminates of Architect's colour choice, postformed finish at one side and other three sides banded with 2 mm thick PVC strip	
5	Wooden Ledge: 18 mm thick "GREEN DEFENDER/SHARON/ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT plywood with laminates of Architect's colour choice, duly edge banded with 2 mm thick PVC beading and with necessary provisions for sockets as shown in the drawing. (Refer drawing (pdf file) – File No.02 and 03)	1 no
	Under Structure: Should be fabricated with 40 mm square x 1.6 mm thick, 40 mm x 20mm x 1.2 mm thick rectangular & 25 mm square x 1.2 mm thick mild steel C.R tubes, powder coated after necessary treatment.	
	Fixed Pedestal of Size: 400 mm x 400 mm x 725 mm H - Having two Drawers + One Filing Drawer – Should be fabricated with 18 mm & 9 mm thick GREEN-DEFENDER /SHARON /ARCHID PLY OR EQUIVALENT BRAND FIRE RESISTANT	

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PLYWOOD with laminates. (2 Nos)

Keyboard Tray of Size: 600 mm x 300 mm - 18 mm thick GREEN-DEFENDER /SHARON /ARCHID PLY OR EQUIVALENT BRAND FIRE RESISTANT PLYWOOD with laminates. (2 Nos)

IMAGE OF THE FURNITURE



Supply and Installation of Furniture for NPTEL Studios – Green Matte Studio at IIT Madras with the following specifications

Supply of RUNNING TABLE (Table D):

Size: 2000 mm x1000 mm x 750 mm H

Top: Should be fabricated with 25 mm thick "GREEN-DEFENDER /SHARON /ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT plywood with laminates of Architect's colour choice, postformed finish at one side and other three sides banded with 2 mm thick PVC strip.

Under Structure : Should be fabricated with 40 mm square x 1.6 mm thick, 40 mm x 20mm x 1.2 mm thick rectangular & 25 mm square x 1.2 mm thick mild steel C.R tubes , powder coated after necessary treatment.

1

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	IMAGE OF THE FURNITURE	
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Sl.No.	Furniture Specifications	Quantity
	Supply and installation of furniture for NPTEL Studios – Monitoring and Control room in Green Matte Studio at IIT, Madras with the following specification RUNNING TABLE (TABLE E): Size: 3000 mm x 750 mm x 750 mm H	
7	Top: Should be fabricated with 25 mm thick "GREEN-DEFENDER /SHARON /ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT plywood with laminates of Architect's colour choice, postformed finish at one side and other three sides banded with 2 mm thick PVC strip. Wooden Ledge: 18 mm thick "GREEN DEFENDER /SHARON /ARCHID PLY OR EQUIVALENT" BRAND, FIRE RESISTANT PLYWOOD with laminates of Architect's colour choice, duly edge banded with 2 mm thick PVC beading and with necessary provisions for sockets as shown in the drawing. Refer Drawing (pdf file)-File No.03)	1
	Under Structure: Should be fabricated with 40 mm square x 1.6 mm thick, 40 mm x 20 mm x 1.2 mm thick rectangular & 25 mm square x 1.2 mm thick mild steel C.R tubes, powder coated after necessary treatment. Fixed Pedestal of Size: 400 mm x 400 mm x 725 mm H - Having two Drawers + One Filing Drawer - 18 mm & 9 mm thick GREEN-DEFENDER /SHARON	



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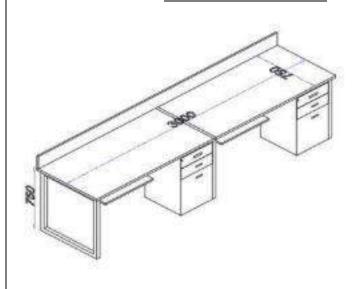


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/ARCHID PLY OR EQUIVALENT BRAND FIRE RESISTANT PLYWOOD with laminates. (2 Nos)

Keyboard Tray of Size: 600 mm x 300 mm – Should be fabricated with 18 mm thick GREEN-DEFENDER /SHARON /ARCHID PLY OR EQUIVALENT BRAND FIRE RESISTANT PLYWOOD with laminates. (2 Nos)

IMAGE OF THE FURNITURE





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VIEW OF CLASSROOM FURNITURE





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TECHNICAL BID COMPLIANCE STATEMENT

	VENDOR ELIGIBLITY				
S.No	Description	Comply Yes/ No.	Page No. of the document	Remarks	
1	Experience in supply of furniture (copies of purchase/work order costing 25 lakhs, (or two of 15 Lakhs) completion certificate from end user and successful operation certificate from the end user to be attached)				
2	Proof of having well established manufacturing unit with international quality management system and approval from statutory authority. In case of dealer/channel partner – authorization certificate				
3	Proof for financial turnover for the last three years (Audited financial statement for the year 2016-17,2017-18, 2018-19 — Receipts & payments, Profit and Loss and Balance sheets countersigned by Auditor).				
4	Proof of ISO-9001 for quality.				
5	Test reports from in-house testing laboratory as conformation to quality standard adhered				
6	Self Declaration Letter stating non blacklist by PSU/Govt Dpt/Corporate, Acknowledge Letter				
7	1 Yr Warranty and spares support to 10 Yrs				



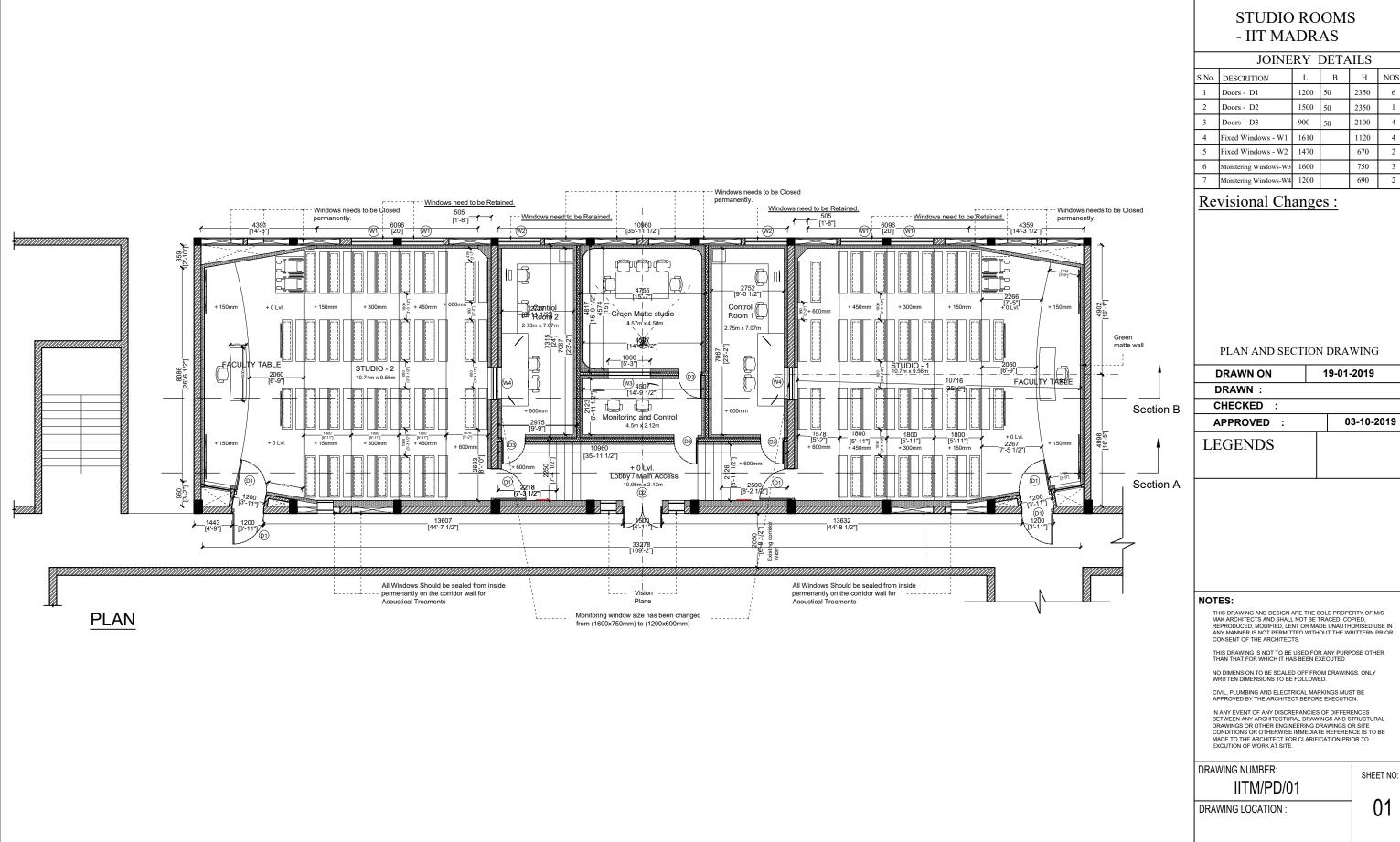
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ANNEXURE II – FINANCIAL QUOTE

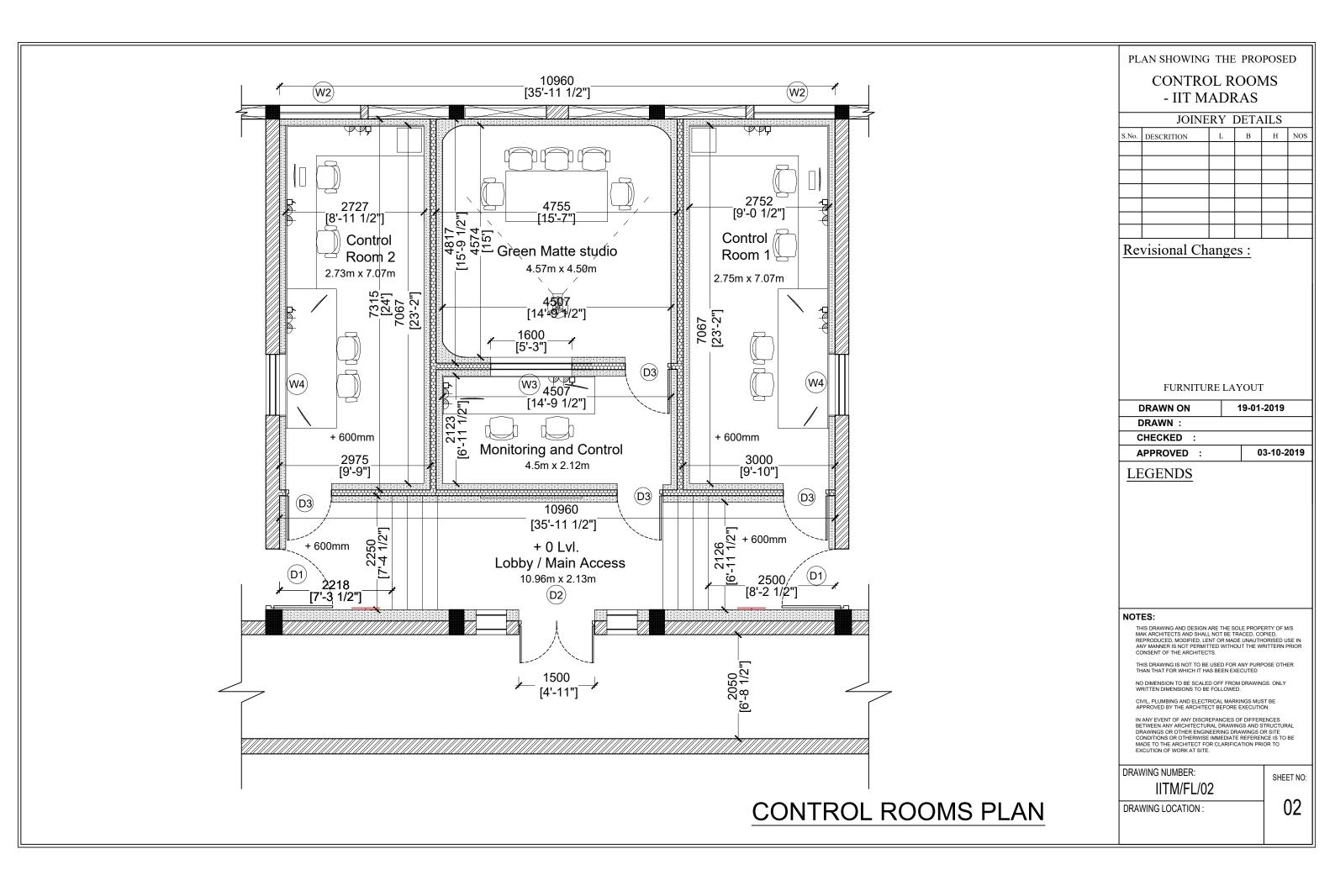
ANNEXURE II – FINANCIAL QUOTE						
				Total		
		Quantity	Rate per	Amount		
Sl.No.	Furniture Specifications		Unit	without GST	GST	Grand Total
1	Supply and installation of class room furniture for NPTEL Studio rooms – DESK & BENCH of required specification mentioned above	58 sets				
2	Supply of Faculty Table in Studio Rooms – 2000 mm x 600 mm x 750 mm H , of required specifications mentioned above	2 nos				
3	Supply of Running Table (Table A) for NPTEL Studio – Control Room – 2750 mm x 1000 mm x 750 mm H of required specification mentioned above	2 nos				
4	Supply of L-Shaped Table (Table B) – (3228 mm + 2727 mm) x 600 mm x 750 mm H of required specification mentioned above & pdf file no:03	1 no				
5	Supply of L-Shaped Table (Table C) – (3228 mm + 2752 mm) x 600 mm x 750 mm H of required specification mentioned above & pdf file no. 02 & 03.	1 no				
6	Supply of Running Table (Table D) – 2000 mm x 1000 mm x 750 mm H of required specification mentioned above	1 no				
7	Supply of Running Table (Table E) – 3000 mm x 750 mm x 750 mm H of required specification mentioned above	1 no				

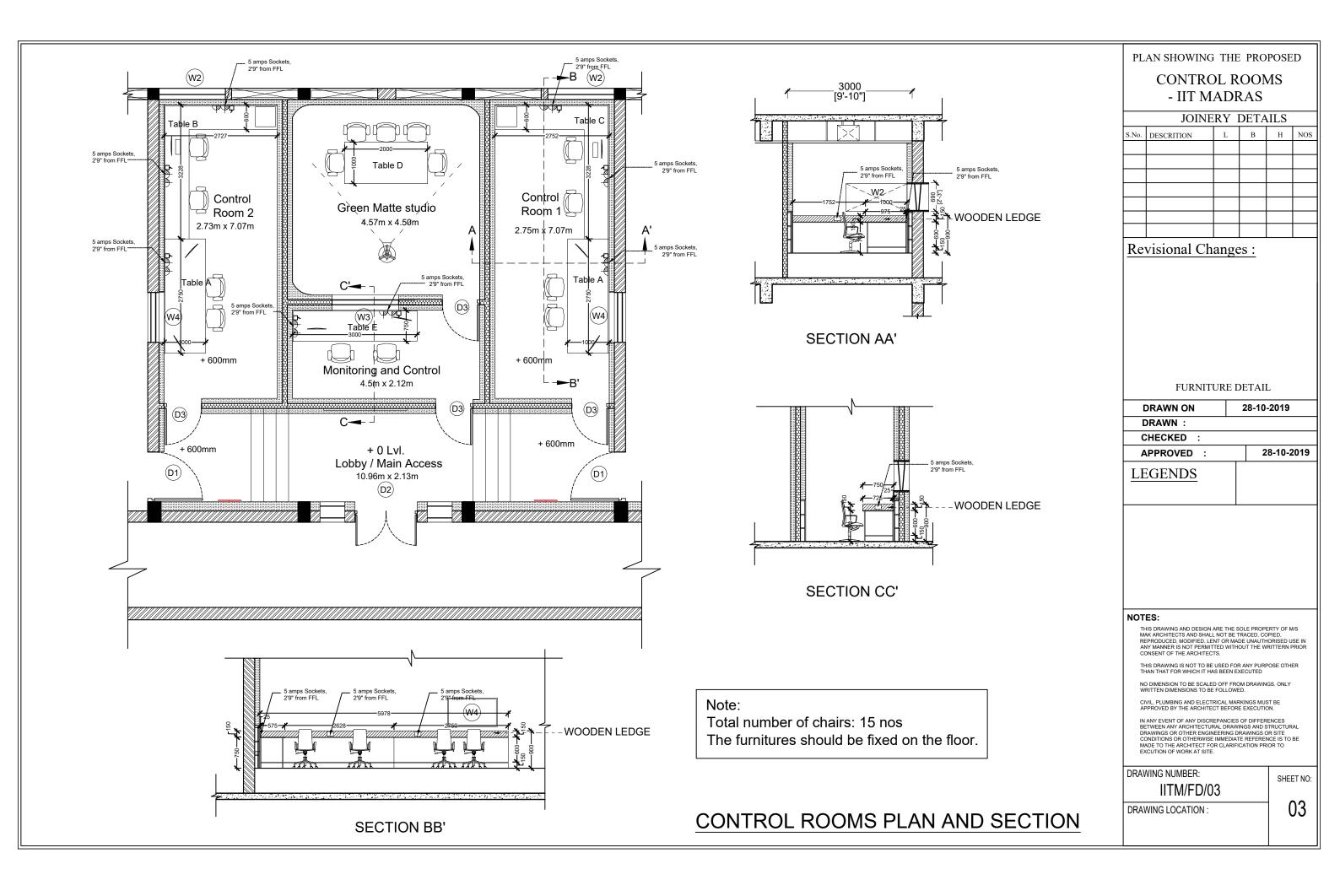


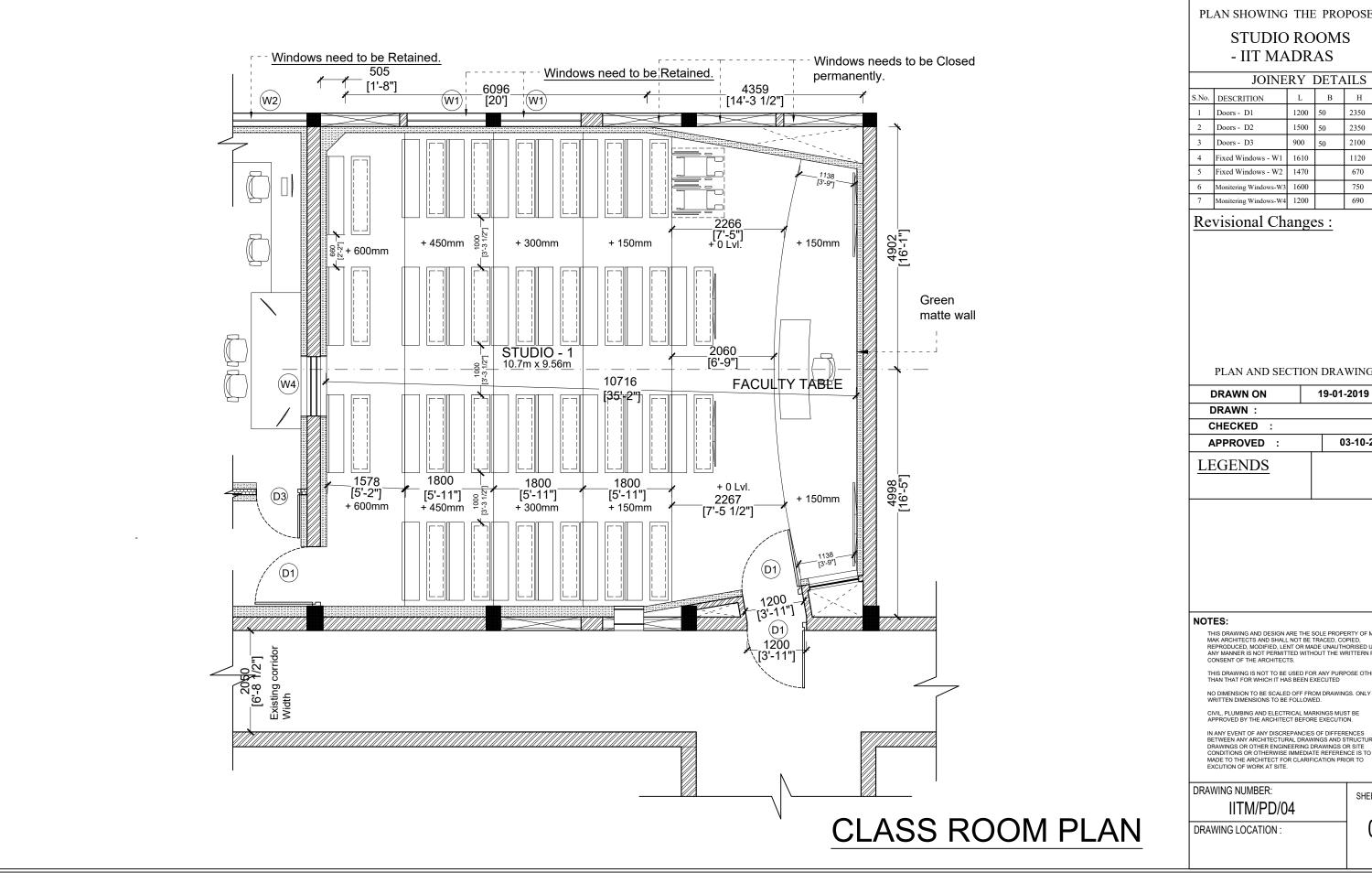
PLAN SHOWING THE PROPOSED

JOINERY DETAILS						
S.No.	DESCRITION	L	В	Н	NOS	
1	Doors - D1	1200	50	2350	6	
2	Doors - D2	1500	50	2350	1	
3	Doors - D3	900	50	2100	4	
4	Fixed Windows - W1	1610		1120	4	
5	Fixed Windows - W2	1470		670	2	
6	Monitering Windows-W3	1600		750	3	
7	Monitering Windows-W4	1200		690	2	

DRAWN ON	19-01-2019
DRAWN:	
CHECKED :	
APPROVED :	03-10-2019
<u>LEGENDS</u>	







PLAN SHOWING THE PROPOSED

- IIT MADRAS

JOINERY DETAILS						
S.No.	DESCRITION	L	В	Н	NOS	
1	Doors - D1	1200	50	2350	6	
2	Doors - D2	1500	50	2350	1	
3	Doors - D3	900	50	2100	4	
4	Fixed Windows - W1	1610		1120	4	
5	Fixed Windows - W2	1470		670	2	
6	Monitering Windows-W3	1600		750	3	
7	Monitering Windows-W4	1200		690	2	

Revisional Changes:

PLAN AND SECTION DRAWING

19-01-2019

DRAWN:	
CHECKED :	
APPROVED :	03-10-2019
LEGENDS	

THIS DRAWING AND DESIGN ARE THE SOLE PROPERTY OF M/S MAK ARCHITECTS AND SHALL NOT BE TRACED, COPIED, REPRODUCED, MODIFIED, LENT OR MADE UNAUTHORISED USE IN ANY MANNER IS NOT PERMITTED WITHOUT THE WRITTERN PRIOR CONSENT OF THE ARCHITECTS.

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SHEET NO:

