

**INVITATION FOR QUOTATION**

EdCIL invites sealed bids on behalf of NMIECT, MHRD, SHASTRI BHAWAN, NEW DELHI from eligible bidders for 'Supply & Intstallatlion of Work stations and furniture as per follows:

S.No	Description of Goods	Last date & time for bid	
		Receipt	Opening
1.	<b>Supply &amp; Installation, Of Workstations and Furniture Items For NMIECT, MHRD, SHASTRI BHAWAN, NEW DELHI</b>	<b>11/05/2016 15.30 hrs</b>	<b>11/05/2016 16.00 hrs</b>

The complete bid document comprising of complete details / qualification criteria for the above is available on Edcil's website at <http://www.edcilindia.co.in> for the purpose of downloading.

Sealed quotations will be received upto the date and time specified above. Quotations will be opened on the date and time specified above in the office of DGM (civil), EdCIL at the mentioned address.

**DGM(Civil)**

**Ed.CIL House 18 A, Sector 16 A, Noida - 201301 (U.P)**

Tel. No. 0120-2512001 to 2512006 Fax No. 0120-2515372

# BID DOCUMENT

## NATIONAL COMPETITIVE BIDDING

FOR

### SUPPLY & INSTALLATION OF WORKSTATIONS AND FURNITURE ITEMS FOR NMIECT, MHRD, SHASTRI BHAWAN, NEW DELHI

**Bid No.: EdCIL/PROC/NMIECT/MHRD/FURNI/2016**

Start/Last Date of Sale of Bid	:	26.04.2016 to 11.05.2016
Date of Pre-Bid Conference	:	04.05.2016 at 15.00 Hrs
Last Date & Time for Submission of Bids	:	11.05.2016 upto 15.00 Hrs.
Opening Date & Time of Bids	:	11.05.2016 at 16.00 Hrs.



**EdCIL (India) Limited**

*(A Govt. of India Enterprise)*

**EdCIL House, 18A, Sector – 16A**

**NOIDA – 201301 (UP), INDIA**

**Tel: 0120 - 2512001 – 006, Fax: 0120 - 2515372**

*Date: 26.04.2016*

*Note: This document is serially numbered from page number 01 to 61.*

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## **A. INTRODUCTION**

National Mission of Education through Information and communication technology under Ministry of Human Resources Development, Shastri Bhawan New Delhi entrusted the work of providing workstation and supply & installation of furniture items for “Setting up of office in old Library for Consultants and their support staff in Shastri Bhawan, New Delhi.

Sealed bids are invited on behalf of NMEICT from eligible bidders for ‘Supply & Installation of workstations and furniture items’ at Mission Secretariat Office” at Shastri Bhawan, New Delhi.

## **B. SCOPE**

**The Project consists of:**

- (a) Providing and installation of Workstations at Shastri Bhawan, New Delhi as per requirement given in **Annexure A.**
- (b) Supply and Installation of furniture items at the said location as per requirement given in **Annexure A..**
- (c) Supplying, providing and installation of all storage units and drawers as per requirement given in **Annexure A..** Comprehensive on-site support for a period of 12 months from the date of completion of installation in all respect for all the items supplied.

## **C. DEFINITION**

- (a) “PURCHASER” shall mean National Mission of Education through Information and communication technology (NMEICT) under Ministry of Human Resources Development, Shastri Bhawan, New Delhi herein referred to as NMEICT.
- (b) “PROCUREMENT CONSULTANT” shall mean EdCIL (India) Ltd. (EdCIL).
- (c) “SUPPLIER” shall mean the person, firm or corporation to whom the Purchase Order is issued.
- (d) “ORDER” shall mean the Purchase Order and its attachments and exhibits.
- (e) “GOODS” and/or “MATERIALS” shall mean the articles, materials, furniture items,

supplier's drawings, data and other property and all services-including design, delivery, installation, inspection and maintenance support specified or required to complete the order and incidental thereto.

- (f) "BIDDER" shall mean the person, firm or corporation, who choose to participate in this requirement and submit competitive quote for the Schedule of Requirement.
- (g) "CONSIGNEE" shall mean National Mission of Education through Information and communication technology (NMEICT) under Ministry of Human Resources Development, Shastri Bhawan, New Delhi, where the workstations and furniture items are to be provided/supplied & installed.

#### **D. INSTRUCTIONS TO BIDDER**

1. The bidder shall bear all costs associated with the preparation and submission of their bid, and EdCIL will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
2. The detailed Technical Specifications of the items and accessories proposed to be procured under the said project are provided in **Annexure B**.
3. The bidder may quote nationally/internationally accepted equivalent specifications, which ensure equal or higher quality than the specifications, mentioned in the Technical Specifications at **Annexure B**.
4. Only Original Equipment Manufacturer (OEM) or authorized dealer/ agency of Original Equipment Manufacturer (OEM) should apply against this invitation for bid. In case of the bidder, offering to supply goods under the bid, which the bidder does not manufacture or otherwise produce, the bidder has to provide Manufacturer's Authorization Certificate strictly as per format at **Annexure C**. Bids submitted without authorization certificate as per **Annexure C** will be summarily rejected. Manufacturing Authorization Certificate is required as per format at **Annexure C** for all the items as mentioned in **Annexure A**.
5. The bidders must read and understand the qualification/ eligibility criteria specified at **Annexure D** and must ensure that they meet the prescribed criteria.
6. **The Earnest Money Deposit (Must be attached with Part-I, i.e, Technical Bid)**  
The bid must be accompanied with an Earnest Money Deposit (EMD) of **Rs. 16,500.00**

**(Rupees sixteen thousand five hundred only)**. The EMD should be in the form of Demand Draft valid for a period of 135 days from the date of opening of the technical bids (Part – I) on any Nationalized Bank in favour of “EdCIL (India) Limited” payable at Delhi / New Delhi failing which the bid would be rejected.

In the case of bidders whose bids are not considered for placing order, the Earnest Money Deposit will be refunded without any interest within one month from the date of issue of Purchase Order to the successful bidder. The EMD of successful bidder would be returned without interest within 15 days after submission of required Performance Guarantee.

7. Bids against this invitation would be entertained only from those firms who have purchased the Bid document in their own name on payment of Rs. 1000/- in the form of demand draft in favour of EdCIL(India) Ltd. payable at Delhi/New Delhi.

The bidder must attach the photocopy of the receipt obtained as a purchase of Bid Document.

The complete bid documents will also be available at Ed.CIL’s Website ([www.edcilindia.co.in](http://www.edcilindia.co.in)) for the purpose of downloading. Those bidders who download the bid document from EdCIL’s web site shall have to deposit Rs. 1000/- in the form of demand draft in favour of EdCIL(India) Ltd. payable at Delhi/New Delhi to be attached with PART – I of the bid. **Such downloaded Bid documents received without requisite fee shall be summarily rejected.**

The bidder who download the bid document should send a snail mail or email (**[procurement@edcil.co.in](mailto:procurement@edcil.co.in)**) having complete address of communication and contact numbers, so that any clarification or change in the bid document by EdCIL can be communicated to him.

8. All SSI Units having valid registration certificate with NSIC for items mentioned at **Annexure ‘A’** may be exempted from submission of EMD and Bid Fee, but they have to submit the requisite valid registration & exemption certificate issued by NSIC. If they fail to submit the required certificates, the bids submitted by them will be summarily rejected.
9. The bidders must provide a certificate indicating their adherence to all the clauses of the bid as per format in **Annexure E**.
10. Bid should be submitted in two parts:

- **In PART – I; Technical Bid** - Bidder will submit Techno Commercial proposal along with EMD and Bid Fees without Price Bid.
- **In PART – II; Financial Bid** – Bidder must submit Financial Bid strictly as per Priced bid (Annexure Q).

The bidders shall prepare the technical bid (Part – I) and financial bid (Part – II; Annexure Q). The bidder shall seal the copy of Technical bid (Part – I) and Financial Bid (Part –II; Annexure Q) in two separate envelopes duly marking the envelopes as PART – I (Technical Bid) and Part – II; Annexure Q (Financial Bid). These envelopes shall be put inside one outer envelope.

- The inner and outer envelopes shall be addressed to the EdCIL at the following address:  
DGM (Projects), Ed.CIL (India) Limited,

Ed.CIL House, Plot 18-A, Sector 16-A, NOIDA 201 301 U.P. India

The Part I; Part II envelopes & the outer envelope should bear the Bid No., Date of Opening and Statement **“Do not open before 1600 hrs.” on 11/05/2016.**

The inner and outer envelopes shall also indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared “late”. If the outer envelope is not sealed and marked as required, EdCIL / NMEICT, New Delhi will assume no responsibility for the bid’s misplacement or premature opening.

Each page of the Technical Bid (PART-I) & Financial Bid (PART-II) must be sealed and signed by the authorized signatory of the bidder. Both these envelopes should be kept in sealed envelope.

11. A prospective bidder requiring any clarifications in the bid documents may notify to the DGM (Projects), EdCIL (India) Limited, EdCIL House, Plot 18A, Sector 16A, Noida in writing through letter or fax at the EdCIL’s mailing address. EdCIL will respond in writing to any request for clarification of the bid document, which it received **not later than 03/05/2016.**

12. Telex, cable or facsimile bids will be rejected.

13. The sealed bid, complete in all respects, must reach, DGM (Projects), Ed.CIL House, Plot 18A, Sector 16A, Noida – 201301 (U.P.) latest by **11/05/2016 upto 1500 hrs.,** failing which it would be summarily rejected. EdCIL will not be responsible for postal delay or non-receipt



of bid documents.

14. The PART – I bid having Technical proposal would be opened **on 11/05/2016 at 1600 hrs.** at EdCIL House, 18-A, Sector 16-A, Noida in the presence of bidder representatives who choose to attend the opening. The bidder representatives who are present shall sign an Attendance sheet evidencing their attendance. Opening date of PART – II bid will be informed by suitable means to the bidders who are found responsive in Technical proposal (PART – I). Bids of the bidders who are not qualified in Technical Proposal (PART – I) will not be further evaluated and as such, their Financial Bid (PART – II) will not be opened. Bids should be valid for a minimum period of 90 days from the date of bid opening.

16. Any Conditions mentioned by the bidder will not be binding on EdCIL. All the terms and conditions for the supply, testing, training, maintenance and acceptance, payment terms, penalty, etc. will be those mentioned hereinafter and no change in the terms and conditions by the bidder shall be acceptable. Conditional bids shall be summarily rejected.

17. The Registration Number of the firm along with the PAN No /TIN No./Service Tax No./LST/CST/VAT No./PF No./**ESIC** allotted by the Tax Authorities should invariably be given in the bid.

**Original Equipment Manufacturers (OEM) should mention Excise duty No. on the bid documents along with relevant certificate. In case the bidder offering to provide workstation and supply of furniture which the bidder does not manufacturer or otherwise produce, the bidder has to provide the excise duty No. of original Equipment Manufacturer along with authorization letter.**

18. A performance statement, highlighting at least five largest contracts with satisfactory performance (with supporting documents) executed during the last three years of similar products, must be submitted by the bidder as per **Annexure F**.

19. Bidder must quote for all the items, quantities and services specified in the package on the single responsibility basis, failing which the bid would be rejected. The bid would be evaluated based on the Total Cost of the Package.

20. The bidder must supply Photograph, printed product literature on technical specifications of the model offered for each and every item quoted.

21. EdCIL reserves the right at the time of issue of Purchase Order to increase or decrease by

up to 15 percent of the quantity of goods and services originally specified in the Bid without any change in final unit price or other terms and condition.

22. A duly constituted Techno-commercial Evaluation Committee (TEC) will shortlist the Bids on the basis of technical and commercial parameters including possible visit to inspect manufacturing facilities, if considered necessary. EdCIL reserves the right to test the product with any specified Test System. EdCIL also reserves the right to check the credentials of Bidder with any one or more of the previous employers.

**23. Pre-Bid Conference**

The bidder or his official representative is advised to attend a pre-bid conference on **04/05/2016 at 1500 hrs.** at the office of :

DGM (Projects),  
EdCIL (India) Limited,  
EdCIL House, 18 A, Sector 16A,  
NOIDA – 201 301 (U.P)  
Phone: 0120 2515374, 2512001-06  
Fax: 0120 2515372 Email: procurement@edcil.co.in

The purpose of this meeting will be to clarify issues and to answer questions on any matters that may be raised at that stage.

The bidder is requested to submit any queries in writing by fax followed by post copy in confirmation so as to reach EdCIL not later than **03/05/2016.**

Queries relevant to the Bid Documents shall be addressed to the DGM (Projects), EdCIL. Reply to the bidder's queries will be made by the EdCIL(India) Ltd.

Proceedings of the pre-bid conference, including copies of the queries raised and responses given, will be furnished expeditiously to all those attending the meeting (and subsequently to all purchasers of the bid documents). Any modification of the bid documents which may become necessary as a result of the pre-bid conference shall be made by EdCIL exclusively through the issuance of an Addendum (or Addenda) and not through the minutes of the pre-bid conference. Addenda will be treated as part of bid document.

24. The bidder shall furnish an undertaking duly attested by notary in a non-judicial stamp paper of value Rs. 50/- (Rupees Fifty Only) regarding their non-blacklisting in any of the government department and public sector undertaking /enterprise in India and central vigilance commission during the last three financial years (**2013-14; 2014-2015, 2015-16;**)

as per **Annexure O**.

25. The bidder shall execute the integrity deed with EdCIL as per **Annexure P**.

## **E. CONDITIONS OF THE CONTRACT**

1. Within 10 days of receipt of the Purchase order, the Supplier shall furnish one performance security of 5% of contract value valid for 15 months from the schedule date of completion of the assignment, failing which EMD of the same will be forfeited & the contract will be cancelled.

The above performance security should be in the form of Bank Guarantee in favour of EdCIL(India) Ltd issued by only a Nationalized Bank located in India, as per format given in **Annexure G**.

If the supplier fails to fulfill his/their obligations as per the conditions of the Purchase Order, EdCIL shall be well within its right to encash the performance Bank Guarantee. The proceeds so received shall be used to indemnify the losses suffered by EdCIL / NMEICT, MHRD, New Delhi. Supplier shall also enter into the Contract with EdCIL on behalf of NMEICT, New Delhi as per the format given at **Annexure H**.

The supplier also needs to submit two copies of Purchase Orders duly signed and sealed by the authorized representative of the supplier along with the aforesaid bank guarantee.

### **2. Sample Approvals**

A pre-shipment inspection will be undertaken by the Purchaser/ Procurement Consultant at the place of manufacturing of the items / suppliers works. The time taken for pre-shipment inspection is inclusive of the scheduled completion time of the delivery & installation of the equipments. Only the equipment certified by the Purchaser/ Procurement Consultant shall be dispatched to the consignee.

The material to be used in the work should be conformed to relevant BIS code or other applicable code. Testing of the material shall be got done as per codal provision from govt. approved Laboratory and cost of testing will be borne by the agency.

### **3. Warranty**

The bidder shall provide 12 months Warranty (on the site and comprehensive) on all items from the date of installation and shall be responsible for any defects that develop in the furniture as per **Annexure A**. They shall also replace any defective part of the product

supplied and other accessories, without any exception and recourse, free of cost.

The Supplier is responsible for all packing, unpacking, assembles, installation of units. The Supplier will test the products and accomplish the adjustments necessary for successful and continuous operation of the products supplied at all installation sites and shall ensure maintenance of the supplied products during the warranty period.

#### **4. Price**

- (a) Terms of price shall be in Indian rupees inclusive of duties, packing, forwarding, transportation, & installation at designated site (Shastri Bhawan, New Delhi), providing 12 months Warranty (on the site and comprehensive) for all items as per **Annexure A** along with applicable taxes and levies.
  - (b) The prices must be quoted in the form given in **Financial Bid (Part-II; Annexure Q)** failing which the Bid would be rejected. Any discount or any other offers affecting the package price must be mentioned in **Financial Bid (Part-II; Annexure Q)** only. Discount or any other offers affecting the Package price mentioned at any other place of the bid other than **Financial Bid (Part-II; Annexure Q)** will not be considered.
- 5. The bidder shall furnish weekly report on the progress of the Project regarding delivery & installation of the furniture items.
  - 6. It is the sole responsibility of the bidder to submit all documents asked under various clauses of the bid document and mark them with flags indicating the document and the relevant clause associated to it. If the documents asked are not submitted along with the bid it would be presumed that those documents are not available with the bidder and appropriate decision including rejection of bid would be taken by EdCIL accordingly.
  - 7. The bidder should furnish a brief write-up, backed with adequate data, explaining his available capacity and experience (both technical and commercial) for the supply of the required furniture items within the specified time of completion after meeting all their current commitments.
  - 8. The supplier shall take all reasonable steps to protect the environment on and off the site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of operation. During the execution of the Contract, the supplier shall abide by all existing enactments on

environmental protection, regulations, notifications, and bye-laws of the State or Central Government and rules made there under time to time.

9. The bidder has to submit Environmental Protection measures being undertaken at its premises for production of furniture items.

10. The bidder has to submit Environmental Policy / Consents (Air, Water & Authentic of hazardous waste if available.

#### 11. Duration

The items covered under this invitation are required to be delivered & installed at Consignee's place within 30 days from the date of start of work. The date of start of work shall be considered from 10<sup>th</sup> day from the date of issue of Purchase Order. No credit will be given to earlier deliveries. **Bids in which bidder has stipulated to complete the assignment beyond 30 days will be summarily rejected.**

#### 12. Payment Terms

Payment for Goods and Services shall be made by EdCIL (India) Limited in Indian Rupees as follows:

**On Delivery: 70%** of the total cost of the contract price towards complete delivery of all the materials in the assignment against submission of Bank Guarantee of 70% of the value of purchase order, issued by Nationalized Bank and valid for Four months as per format given in **Annexure N**. The amount shall be paid by EdCIL within 20 days on receipt of goods and upon submission of documents specified as under:

- i) 3 copies of the supplier's invoice showing contract no, model No, Origin, goods description, quantity, unit price, total amount.
- ii) Acknowledgement of receipt of goods in originals from consignee in the format given in **Annexure I**.
- iii) Manufacturers / supplier's warranty certificates.

**On final Acceptance: The remaining 30%** of the contract price shall be paid to the supplier within 45 days after submission of original acceptance report issued by the Consignee (Head of Institution / Head of Department / Authorized Representative) as per format mentioned in **Annexure J** for the respective installation along with the invoice.

### **13. Technical Compliance**

Bidder must submit a technical compliance statement as per **Annexure K**.

### **14. Delay and Non Conformance**

#### **Delivery and Installation**

If the supplier fails to Install any or all of the goods within the period specified in the Purchase Order, EdCIL shall without prejudice to its other remedies under the Purchase Order, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% of the delivered price of the delayed goods weekly or part thereof of delay until actual delivery, up to a maximum deduction of the 10% of the contract price. Once the maximum is reached, EdCIL has the right to terminate the contract without any liability to cancellation charges and encash the submitted performance guarantees.

#### **Services during warranty period**

- a) The maximum response time for maintenance complaint during warranty period (i.e. time required for supplier's maintenance engineer to report at the installation after a request call/telegram is made or letter is written) shall not exceed 24 hours (excluding Sunday & National Holiday).
- b) The period for correction of defects in warranty period is 72 hours.
- c) In case an item is not usable beyond the stipulated maximum downtime the supplier will be required to arrange for an immediate replacement.

In case the rectification of defects is not carried out within 72 hours and replacement of defective items are not provided, a penalty of sum equivalent to 2.5% per week of the delivered price of that defective item(s) shall be levied. This penalty is applicable upto a maximum of 4 weeks (maximum 10%). Subsequently, the rectification shall be carried out by the consignee at the risk and cost of the supplier. The cost of repairs along with the penalty of 10% shall be recovered by encashing the performance bank guarantee submitted by the supplier and the balance amount if any, will be returned to the Supplier after completion of warranty obligations.

### **15. Packing and Marking**

- (a) All packing should be strong enough to withstand rough handling during loading unloading and transporting. Fragile articles should be packed with special precaution and should bear the marking like Fragile, handle with care, This side up etc.
- (b) All delicate surfaces of equipment/goods should be carefully protected and painted with

protective paint/ compound and wrapped to prevent rusting and damage.

- (c) Attachments and spare parts of furniture and all small pieces shall be packed with adequate protections and wherever possible should be sent along with the major furniture items. Each item shall be tagged so as to identify it with the main equipment and part number and reference number shall be indicated.
- (d) All protection and threaded fittings shall be suitably protected and covers shall block the openings.

#### **16. Substitution and Wrong Supplies**

Unauthorized substitution or materials delivered in error of wrong description or quality or supplied in excess quantity or rejected goods shall be returned to the supplier at their own cost and risk.

#### **17. Insurance, Freight And Deliveries**

- i) The Supplier shall make all arrangements towards safe and complete delivery at NMEICT, MHRD, Shastri Bhawan New Delhi. Such responsibility on part of the supplier will include taking care of insurance, freight, octroi, state level permits etc. as applicable.
- ii) It is the total responsibility of Supplier to make all arrangements towards safe and complete delivery of items at NMEICT, MHRD, Shastri Bhawan New Delhi.

The supplier shall also take care of transit insurance, comprehensive insurance or any other insurance which have direct bearing on the delivery of the items at NMEICT, MHRD, Shastri Bhawan New Delhi.

It is the total responsibility of supplier to complete all formalities to transit of goods from the place of dispatch to NMEICT, MHRD, Shastri Bhawan New Delhi.

- iii) The bidder shall ensure that no person can engage in the business of a common carrier unless he has granted a certificate of registration to do so for supply of items at NMEICT, MHRD, Shastri Bhawan New Delhi.. The transportation of goods through unregistered common carrier is illegal. The bidder shall comply with the carriage by Road Act 2007 and amendments thereof.
- iv) The supplier will keep EdCIL informed about various stages of deliveries & installation.

#### **18. Arbitration and Settlement of Disputes:**

EdCIL / NMEICT, MHRD, Shastri Bhawan New Delhi and the SUPPLIER shall make every

effort to resolve amicably by direct informal negotiation any difference or dispute arising between them under or in connection with the EdCIL order.

If after thirty (30) days from the commencement of such informal negotiations, EdCIL / NMEICT, MHRD, Shastri Bhawan New Delhi and the SUPPLIER have been unable to resolve amicably the dispute; either party may require that the dispute be referred for resolution to the formal mechanisms as specified hereunder:

- (a) Any dispute or differences whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and amendments thereof. The arbitrator shall be the Chairperson and Managing Director, EdCIL or any other person appointed/nominated by him.
- (b) The performance under this contract shall not stop for any reason whatsoever during the said dispute/proceedings, unless the Service Provider is specifically directed by EdCIL to desist from working in this behalf.
- (c) The venue of arbitration shall be Delhi.
- (d) The language of proceedings shall be English.
- (e) The Law governing the substantive issues between the parties shall be the Laws of India.

It is also a term of the contract that if any fees are payable to the arbitrator, these shall be paid equally by both the parties.

It is also a term of the contract that the arbitration shall be deemed to have commenced on the date the arbitrator issues notice to both the parties calling them to submit their statement of claims and counter statement of claims.

#### **19. Law Governing Purchase Order**

The EdCIL's Purchase Order shall be, in all respects, construed and operate as per Indian Contract and in accordance with Indian Laws in force for the time being and is subject to the jurisdiction of Delhi Courts.

#### **20. Force Majeure**

For purpose of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.



If a Force Majeure situation arises, the Supplier shall promptly notify the EdCIL/ NMEICT, MHRD, Shastri Bhawan New Delhi in writing of such conditions and the cause thereof. Unless otherwise directed by the EdCIL in writing, the Supplier shall continue to perform its obligations under the Purchase Order.

Any period within which a party shall, pursuant to this contract complete any action or task shall be extended for a period equal to time during which such party was unable to perform such action as a result of force majeure.

## SCHEDULE OF REQUIREMENT

S.N	Items	Quantity
1.	Modular Workstations of sizes 1050x600 x1241 mm H1 and 1650 mm H2 complete	13 Nos.
2.	Workstations Chairs + Visiting chairs	17 Nos.
3.	Vertical storage Door unit of sizes 1830x900x450 mm (full height)	02 Nos.
4.	Vertical storage Door unit of sizes 711x900x450 mm (Provided with wall)	02 Nos.
5.	Round table of 1050 mm diameter four seater	01 No.
6.	Tables for photocopier machine of size 1200x600 x750 mm	01 No.
7.	Tables for printer of size 1650x900 x 750 mm	01 No.
8.	Three drawers storage unit of size 390 (W) x435 (D) x 674 (H) mm under printer table	01 No.
9.	Store up overhead unit of size 900 (W)x3258 (D)x 785H) mm	01 No.
10.	Store up overhead unit of size 1200 (W)x328 (D)x 785 H) mm	01 No.
11.	Kitchen Platform of size1800x600x750 mm	01 No.

## TECHNICAL SPECIFICATIONS

S.No.	Items	Qty.
1.	Supplying, Providing, assembling and placing in position machine made factory assembled modular workstations of following sizes and specifications Rectangular workstation (for 1 person) with work surface of size 1050x600mm with partition height 1650 mm with overhead unit with material conforming to relevant BIS code.	13 Nos.
	<b>Frame work:-</b> shall consist of main spine and return spine of aluminium extruded section of thickness not less than 1.20mm CRCA Steel. The size of main spine and that of return spine to be about 54 mm. The height of frame work shall be 1241 to 1650mm. The complete frame work shall be powder coating of thickness not less than 50 micron. The frames also has prefabricated slots for fixing brackets to support worktops, gable ends etc. The bottom module are mounted over a skirting of 135mm height. The skirting is designed so that switch cutout can be provided at the skirting level and are snap fitted on both sides with skirting plates made of 0.8mm thick CRCA steel.	
	<b>Levellers</b> Each frame is provided with two Nos. 12mm leveling bolts which allow 10-25mm adjustment for floor unevenness.	
	<b>Post</b> The frames are connected at the junctions by aluminum connectors / posts. The posts are made of aluminum extrusions of 1.3mm thickness.	
	<b>Trims</b> The exposed vertical and horizontal faces of the frames are snapfitted with curve trims. The trims are made of aluminum extrusions of 1.5mm thickness and 65mm width and are covered with ABS caps.	
	<b>Groove Covers</b> The vertical gaps between the tiles shall be properly and uniformly maintained and shall be vertically covered by fixing specially extruded aluminum section to maintain uniform groove on both the sides of the partition.	
	<b>Wire Management</b> Partitions system has concealed wire management capabilities to meet requirement and are engineered for responsive and safe operations of power, telecommunications and data (LAN) and has separate components for electrical, data and telephone cables having adequate capability of both the vertical and horizontal wire movements. Slots/cutouts are provided on Raceways to fix all electrical and data points.	
	<b>Tiles</b> The partition tiles shall be provided in Pre Laminated Particle Board/Fabric on Soft board/White Marker Laminate / Magnetic / Glass Finishes.	

	<b>Prelaminated Particle Board</b> The Prelaminated Particle Board tile are provided in 12mm Prelaminated Particle Board with decorative laminate on top and white balancing on unexposed face, having all exposed edges sealed with PVC edge banding tape, pressed at 200°C with hot melt glue on special edge banding machine. The tiles are supported with Tile Hook made of MS steel sheets duly galvanized to clip on the partition frame.	
	<b>Fabric Tiles</b> The Fabric Tiles are made of 9mm soft board inside and backed by 3mm MDF board & covered with fabric pasted on them by PVA glue. The tiles are supported with Tiles Hook made of MS steel sheet duly powder coated to clip on to the partition frame.	
	<b>Marker Tiles</b> The Marker Tiles are made up of 9mm particle board pasted with 1mm white marker laminate, on the exposed face having all exposed edges sealed with PVC edge banding tape, pressed at 180°C with hot melt glue on special edge banding machine. The tiles are supported with Tile Hook made of MS steel sheet duly galvanized to clip on to the partition frame. The Low height partition should have provision of electric / networking / telephone point as per site requirement.	
	<b>Gable End for work station</b> Providing & fixing Gable End 600x725 mm made up of 18 mm thick prelaminated particle board having decorative laminate on both side	
	<b><u>Work top:-</u></b> shall be made of 25mm thick pre laminated particle board of approved shade, design and colour of size 1050(L) X 600 mm(W) having decorative lamination on top and balancing lamination on unexposed faces. The exposed edges of the worktop/board shall be sealed with edge banding tape 2.0mm thick PVC edge banding tape. The height of work top shall be between 700 to 760 mm.	
	<b><u>Partition:</u></b> The partitions panel above work top along the length of workstation shall be claded/ fixed with pre-laminated board/tackable fabric/superior quality particle board /white board/ magnetic tile/ 5.5 mm thick glass of approved colour design as per shade requirement of the users and the total height of the partition will be 1200 mm to 1650mm. The cross partition shall be claded fixed with superior quality particle board tile/ tackable fabric/polycarbonate sheets/pre-laminated board/ white board/ magnetic tile/ 5.5 mm thick glass. The bottom partition of workstation below worktop shall be of pre laminated particle board of approved colour and design.	

	<p><b><u>Cable Management:</u></b> There shall be complete cable management arrangement. There shall be one openable raceway of 100mm to 150mm wide for cables, made up of minimum 0.8mm thick aluminium with powder coating. The complete workstation shall be connected, fixed and made adjustable with required standard quality accessories like brackets, clips, stainless steel/powder coated screws of required shade etc. All the exposed edges of the work surface shall be glued with machine pressed 1.5mm to 2.00mm thick standard quality PVC edge banding tape of approved colour.</p>	
	<p><b><u>Drawer unit:</u></b> The workstation shall consists of one free standing pedestal/drawer unit mobile /fixed consisting of three drawers or two drawers and one file cabinet. The box type unit shall be of size width 360 to 390mm. Height 640mm to 695mm, depth 450mm made of minimum 0.80 mm thick CRCA Steel sheet welded assembled with epoxy powder coating of minimum 50 micron. The unit shall have castors and locking arrangement.</p>	
	<p><b><u>Key board pull out trays and CPU Trolley:</u></b> The workstation shall consist of one metal Key board tray of size 500x230mm made of plastic cold polyster PH 88 or 1.2mm thick CRCA sheet duly powder coated not less than 50 micron fixed in to table top with arrangement to slide in / out adjustment having attachment of LHS/RHS mouse pad and one CPU Trolley of size 230mm (Length) x 150-230mm (Width) (adjustable)x 140mm (Minimum) (Height) made of MS sheet of thickness 2mm / CRCA sheet of thickness 1.6mm duly powder coated complete all the above items are to be executed as per direction of Engineer-in-charge.</p>	
	<p><b><u>Over Head Unit</u></b> Supply of over head Storage made up of 0.8 mm prime quality steel with 18 mm pre laminated Particle Board openable door system with powder coating .The storage will have one shelves complete with locking system.1050x450x370 mm.</p>	
	<p><b>Rectangular workstation (for 1 person) with work surface of size 1050(L)X600mm(W)X1241(H1) and 1650 mm (H2) with overhead unit, drawer_ unit and CPU trolly_</b></p>	<b>13</b>
<b>2.</b>	<b>EXECUTIVE CHAIR</b>	<b>13 Nos.</b>

	Supplying, Providing and placing in position high back revolving chair of superior quality material BIS standard make Seat size 520(W)x480(D)mm and back size 440 (W)x470(H) mm made up of 12mm thick hot pressed molded BWP ply cushioned with 45mm thick molded foam of density 40-45kg per cum, upholstered with superior quality fabric and one piece PU molded arms, Permanent Contact mechanism, gas lift mechanism for height adjustment resting on nylon base with superior quality five castor wheel pronged with steel strip twin castor wheels etc complete as per approved sample and as per the direction of Engineer. The under structure is made of 18mm thick prelaminated particle board with all exposed edges sealed with 2 mm PVC edge banding tape and all unexposed edges sealed with 0.6 mm edge banding tape pressed at 200C with hot melt glue on special machine.	
<b>3.</b>	<b>Vertical Sliding Door Storage Unit</b>	
	Supply & providing of sliding door Storage made up of 0.8 mm prime quality steel with Sliding door system with powder coating .The storage will have 4 shelves complete with locking system. Size- 1830x 900x450 with material conforming to relevant BIS code.	<b>2 Nos.</b>
<b>4.</b>	<b>Round Meeting Table</b>	
	Supply & providing of round meeting table of 1050 dia. Made up of 25 mm pre-laminated particle board having formed decorative lamination on top & balancing lamination on unexposed faces with 2 mm PVC edging and with M.S. powder Coated round pedestal or cross connected legs complete with as per direction of engineering in charge with material conforming to relevant BIS code.	<b>1 No.</b>
<b>5.</b>	<b>Meeting Table Chair</b>	<b>4 No.</b>
	Supplying, Providing and placing in position high back revolving chair of superior quality material BIS standard make Seat size 520(W)x480(D)mm and back size 440 (W)x470(H) mm made up of 12mm thick hot pressed molded BWP ply cushioned with 45mm thick molded foam of density 40-45kg. per cum +/- 2kg, hardness 20 kg +/- 2 kg , upholstered with superior quality fabric and one piece PU molded arms, Permanent Contact mechanism, gas lift mechanism for height adjustment resting on nylon base with superior quality five castor wheel pronged with steel strip twin castor wheels etc complete as per approved sample and as per the direction of Engineer with material conforming to relevant BIS code.	
	<b>SERVICE AREA</b>	
<b>6.</b>	<b>Kitchen platform</b>	<b>1 No.</b>
	Supply & providing of Pantry Counter of size 2870x 600x 750mm with 18 mm granite top and understructure in powder coated steel cabinet with storage unit 0.80 mm CRCA steel with material conforming to relevant BIS code.	
<b>7.</b>	<b>Tables</b>	

	Supply & providing of Table with 25 mm post formed Top in particle board with 0.6 mm post formed laminate under structure to be made of 25 mm post formed gable Ends and 18 mm pre laminated particle board modesty with material conforming to relevant BIS code.	
<b>A</b>	1200x 600x750 mm for photo copier	<b>1 No.</b>
<b>B</b>	1650x900x750 mm for printers	<b>1 No.</b>
<b>8.</b>	<b>Low ht. Vertical Sliding Door storage Unit:</b> Supply & providing of sliding door Storage made up of 0.8 mm prime quality steel with Sliding door system with powder coating .the storage will have 4 shelves complete with locking system. Size- 900x711x450 mm with material conforming to relevant BIS code.	<b>2 No.</b>
<b>9.</b>	<b>Drawer unit:</b> The workstation shall consist of one free standing pedestal/drawer unit mobile /fixed consisting of three drawers or two drawers and one file cabinet. The box type unit shall be of size width 360 to 390mm. Height 640mm to 695mm, depth 450mm made of minimum 0.80 mm thick CRCA steel sheet welded assembled with epoxy powder coating of minimum 50 micron. The unit shall have castors and locking arrangement with material conforming to relevant BIS code.	<b>1 No.</b>
<b>10.</b>	<b>Over Head Storage Unit:</b> Supply & providing of over head Storage made up of 0.60 mm (+0.07 mm) prime quality steel IS 513, horizontal stiffened of 1.2 mm (+0.09 mm) CRCA steel IS 513 with 18 mm pre laminated Particle Board IS 12823 with 0.60 mm thick decorative lamination & 0.60 mm backing lamination IS 2046 open able door system with powder coating .The storage will have one shelves complete with locking system 10 lever with material conforming to relevant BIS code.	
<b>A</b>	900x328x785 mm	<b>1 No.</b>
<b>B</b>	1200x328x785 mm	<b>1 No.</b>

Note: - The measurement of the furniture items is tentative. The actual measurement may vary based on site requirement.

**MANUFACTURER AUTHORIZATION FORM**

To No. \_\_\_\_\_ dated \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Sir:

Bid No. \_\_\_\_\_

We \_\_\_\_\_ who are established and  
reputed \_\_\_\_\_ manufacturer \_\_\_\_\_ of  
\_\_\_\_\_ (*name and  
description of goods offered*) having factories at \_\_\_\_\_ (*address  
of factory*) with factory registration no. ----- do hereby  
authorize M/s \_\_\_\_\_ (*Name and address of  
Agent*) to submit a bid, and sign the contract with you for the goods  
manufactured by us against the above bid.

We hereby extend our full warranty as per Clause 3 of the Conditions of  
Contracts, for the goods and services offered for supply by the above firm  
against this Invitation for Bid.

Yours faithfully,

(Name)

(Name of manufacturers)

Note: This letter of authority should be on the letterhead of the manufacturer or  
OEM and should be signed by a person competent and having the power of  
attorney to legally bind the manufacturer.



**QUALIFICATION CRITERIA**

**(Documents must be provided in support of the following otherwise bids will be summarily rejected)**

1. Bidder must be in the field of supply of furniture items for last three years.
2. Only authorized dealer/ agency of Original Equipment Manufacturer (OEM) or OEM should apply against this invitation for bid. In the case of the bidder, offering to supply goods under the bid, which the bidder does not manufacture or otherwise produce, the bidder has to provide Manufacturer's Authorization Certificate strictly as per format at **Annexure C**. Bids submitted without authorization certificate as per **Annexure C** will be summarily rejected. Authorization certificate is required for all the items as mentioned in **Annexure A**.
3. The **average** turnover of the bidder quoting for the bid should be **Rs. 65.92** Lakhs during the last three financial years (2013-2014, 2014-2015 and 2015-2016). In this regard, the bidder shall submit audited Balance sheets including profit and loss accounts for the last three financial years as above.
4. Bidder must submit latest Bank Solvency Certificate (not exceeding 6 months before the date of publication of advertisement) not less than of **Rs. 5.49 lakh**.
5. Firm must have executed at least :  
One single order of furniture items having value of **Rs. 4.39Lakh**  
(OR)  
Two orders of furniture items having value of **Rs. 3.29 Lakh**  
(OR)  
Three orders of furniture items having value of **Rs. 2.20 Lakh**  
{The above said orders should have been undertaken in the last three years}

6. The bidder must submit his / their details / acceptance on commercial terms as per **Annexure L**.
7. The bidder must submit his / their details / acceptance on technical compliance as per **Annexure K**.
8. Bidder must submit the following information along with supporting documents:-
  - (i) Copies of original documents defining the constitution or legal status, place of registration and principle place of business of the company or firm or partnership, etc.
  - (ii) The bidder should furnish a brief write-up, backed with adequate data, explaining his available capacity and experience (both technical and commercial) for the supply of the required systems and equipment within the specified time of completion after meeting all his current commitments.
  - (iii) Details of Service Centers and service support facilities from where services would be provided during and after the warranty period.

Notwithstanding anything stated above, the Purchaser reserves the right to assess bidder's capability and capacity to perform the contract, should circumstances warrant such an assessment in the overall interest of the EdCIL/ NMEICT/MHRD, Shastri Bhawan, New Delhi.

**COMPLIANCE STATEMENT FOR VARIOUS CLAUSES IN BID**

Bid No.-----

S. No.	Clause Number in the bid	Please mention Agreed /Not Agreed	Remarks
1.	<b>A – Instruction</b>		
2.	<b>B – Scope</b>		
3.	<b>C – Definition</b>		
4.	<b>D- Instruction to Bidders Clause 1 to 25</b>		
5.	<b>E- Conditions of Contract clause 1 to 20</b>		
6.	<b>Annexure A to Annexure P</b>		
7.	<b>Price Bid (Part-II; Annexure Q)</b>		

PROFORMA FOR PERFORMANCE STATEMENT (FIVE LARGEST CONTRACTS IN A PERIOD OF LAST THREE YEARS)

Bid No. .... Date of opening..... Time..... Hrs.

Name of the firm .....

Order placed by (full address of Purchaser)	Order no. and date	Description and quantity of ordered equipment	Value of order	Date of completion of delivery		Remarks indicating reasons for late delivery, if any	Has the equipment been functioning satisfactorily? (attach a certificate from	
				As per contract	Actual		The Purchaser/	Consignee
1	2	3	4	5	6		7	8

Signature and seal of the Bidder \_\_\_\_\_

**PERFORMANCE SECURITY FORM**

To: (Name of Purchaser)

**WHEREAS** .....(Name of Supplier)  
hereinafter called "the Supplier" has undertaken, in pursuance of Contract (Notification of Award) No .....dated,.....2016 to supply.....  
.....(Description of Goods and Services) hereinafter called  
"the contract".

**AND WHEREAS** it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a Nationalized bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the Contract.

**AND WHEREAS** we have agreed to give the Supplier a Guarantee:

**THEREFORE WE** hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of .....  
(Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limit of .....  
(Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the .....day of.....2016.

Signature and Seal of Guarantors

.....  
.....  
.....

Date.....2016

Address:.....

.....  
.....

**Note:** *The Bank Guarantee to be issued by nationalized bank only and is to be submitted on a non-judicial stamp paper of Rs. 100/- (One Hundred only). The non-judicial stamp paper should be purchased in the name of issuing bankers. The Issuing bank must provide its Head Office/Regional office addresses of communication*

**CONTRACT FORM**

**THIS AGREEMENT** made the ..... day of ....., 2016 Between .....  
*(Name of Procurement Consultant (hereinafter "the Procurement Consultant") on  
 behalf of NMEICT/MHRD Shastri Bhawan, New Delhi of the one part and  
 ..... (Name & address of Supplier)  
 ..... (hereinafter called "the Supplier") of the other part :*

**WHEREAS** the Purchase is desirous that certain Goods and ancillary services viz.,  
 ..... (Brief Description of Goods and Services) and has accepted a bid  
 by the Supplier for the supply of those goods and services in the sum of .....  
 (Contract Prize in words and Figures) (hereinafter called "the Contract Price")

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz.,
  - [a] the Price Schedule submitted by the Bidder;
  - [b] the Schedule of Requirements;
  - [c] the Conditions of Contract
  - [d] the Purchaser's Notification of Award/ Purchase Order
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects herein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract prices or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the goods and services, which shall be supplied/provided by the Supplier, are as under:

S.No.	Brief Description of Goods & Services	Quantity to be supplied	Unit Price	Total Price	Delivery Terms

**TOTAL VALUE :**

**DELIVERY SCHEDULE:**

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

said ..... (For the Purchaser)

in the presence of .....

Signed, Sealed and Delivered by the

said ..... (For the Supplier)

**in the presence of .....**

**FORM - A****DELIVERY CERTIFICATE**

(to be completed by the Consignee)

1. The items mentioned as per details given below, have been physically verified by way of opening the cartons/packing and verifying the machine/ equipment supplied and model of the furniture. It is certified and acknowledged that the same have been received at this Institution in good condition.

Sl. No.	Sl. No. (As per Purchase Order)	Description of Equipment	Origin	Model & Make	Quantity

Please make appropriate column, as per requirement.

2. The furniture items as per details given below was/were received in damaged conditions and therefore are not acceptable. These damaged goods/equipment have been returned to the supplier and supplier is required to supply the new equipment in lieu of damaged one.

**Details of the Goods/Equipment received in damaged condition**

Sl. No.	Sl. No. (As per Purchase Order)	Description of Equipment	Origin	Model & Make	Quantity

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

(Signature of the issuing official)  
Authorized Official, NMEICT/MHRD, Shastri Bhawan, New Delhi

Name \_\_\_\_\_  
Designation \_\_\_\_\_

\_\_\_\_\_  
Rubber Seal of the Institution

Received the Acknowledgement  
Certificate

Date : \_\_\_\_\_ Signature of Supplier or his Authorized Representative  
Name : \_\_\_\_\_



**FORM FOR ACCEPTANCE OF GOODS/EQUIPMENT AT SITE****FORM – B****INSTALLATION CERTIFICATE***(to be completed and issued by the Consignee)*

**Note :** In case of need, a fresh form on these lines may be prepared & issued by Consignee. 2 copies of this certificate to be provided to Supplier.

1. The following goods/equipment, supplied by the Supplier at this Institute have been successfully installed by the Supplier.

Sl. No.	Sl. No. (As per Purchase Order)	Description of Furniture with specifications	Origin	Model & Make	Quantity

2. The Supplier has fulfilled his contractual obligations related to supply & installation of the furniture items.

or

3. The Supplier has not fulfilled his contractual obligation with regard to following. (mention here deviation, if any, related to successful installation.)

(a)

(b)

(c)

Date :

(Signature of the issuing official)  
Authorized Official NMEICT/MHRD,  
Shastri Bhawan New Delhi

Name :

\_\_\_\_\_

Designation :

\_\_\_\_\_

Rubber Seal of the Institution

Received the Acceptance Certificate

Date :

Signature of Supplier or his Authorized Representative

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

**TECHNICAL COMPLIANCE STATEMENT**

Bid No.-----

S. No.	Technical Specification of the equipment asked in the bid	Technical Specification of the equipment offered by the bidder with Model No.	Remarks

**Note: Bidder must give the Model No. of each furniture items quoted along  
- with original literature**

## Format towards Acceptance of Commercial Terms

S. No.	Description	Yes/No
1.	Whether bidder has submitted the bid fee or not?	
2.	BID SECURITY Whether the bidder has attached the Bid Security as per format of the Bid Security form?	
3.	Amount of Bid Security as per bid requirement or not?	
4.	Deleted  Form in which Bid security enclosed (Bank Guarantee/Demand Draft). If the Bid security is submitted in the form of Bank guarantee it should be as per format given in <b>Annexure – M</b> The Bank Guarantee should be issued on judicial stamp paper of Rs.100/- and Stamp Paper should be purchased in the name of Bank issuing the Bank Guarantee.	
5.	Date of issue of Bank Guarantee/Demand Draft	
6.	Validity of the Bank Guarantee (if submitted) 135 days from submission of bid or not?	
7.	Bid validity 90 days or not?	
8.	If bidder is an agent, whether the authorization certificate as per performa at Annexure – C attached or not?	
9.	Legal Status / Constitution of firm (any document & partnership deed etc.)	
10.	Details of Service Supports/Closest Service Station from where service would be provided during warranty period	
11.	Whether the bidder has quoted for all the items in the Schedule?	
12.	Whether warranty of furniture items as per bid quoted or not?	

S. No.	Description	Yes/No
13.	Whether price as per Financial Bid (Part –II; Annexure Q) quoted or not?	
14.	Whether delivery period and installation period as per bid agreed or not?	
15.	Payment terms as per bid agreed or not?	
16.	Undertaking as per Annexure O or not?	
	<b>QUALIFICATION CRITERIA</b>	
17.	Audited Balance sheets including profit and loss statements for the last three financial years (2012-2013, 2013-2014 & 2014-2015) to fulfill the requirements of equipment turnover as per Bid qualification criteria attached or not?	
18.	Bank Solvency (not exceeding 6 months before the date of publication of this advertisement) as per bid requirement submitted or not?	
19.	Copies of past order details to fulfill the requirement of past order as per qualification criteria attached or not?	
20.	A brief write-up, backed with adequate data, explaining his available capacity and experience (both technical and commercial) for the supply of the required equipment attached or not?	

**FORMAT OF THE BANK GUARANTEE FOR PAYMENT AGAINST DELIVERY  
TO THE SUPPLIER**

**Note: This Guarantee should be executed on non-judicial paper of appropriate value.**

WHEREAS EdCIL (India) Limited (Ed.CIL), (hereinafter referred to as 'EdCIL') which expression shall unless repugnant to the context include its legal representatives, successors and assigns, have issued a Purchase Order No. \_\_\_\_\_ dated \_\_\_\_\_

\_\_\_\_\_ (hereinafter referred to as the 'Purchase Order') on behalf of NMEICT/MHRD, Shastri Bhawan, New Delhi on M/s \_\_\_\_\_ (hereinafter referred to as the 'Supplier') which expression shall unless repugnant to the context, include its legal representatives, successors and assigns, for the design/supply of equipment/items.

AND WHEREAS, one of the conditions of the Purchase Order placed on the Supplier is that EdCIL should payment make of Rs. \_\_\_\_\_ (Rupees

\_\_\_\_\_ only) being 70% of the delivered goods as per the terms and conditions of Purchase Order against an indemnity in the form of a Bank guarantee from a Nationalized Bank in a form acceptable to EdCIL.

AND WHEREAS, at the request of the Supplier, EdCIL has agreed to accept a Bank Guarantee from \_\_\_\_\_ (Bank Name) with Registered Office/ Corporate office at \_\_\_\_\_ and having a Branch office at \_\_\_\_\_ (hereinafter called the 'Bank').

NOW THIS GUARANTEE WITNESSETH that in consideration of EdCIL having at the request of the supplier agreed to accept a Bank Guarantee of the Bank in respect of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) required by supplier from EdCIL for the work stipulated in the Purchase Order, which figure of advance shall become reduced and extinguished as hereinafter set forth the Bank hereby indemnifies payment without protest or demur and without recourse to the supplier, to EdCIL up to the value not exceeding altogether a sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) being the amount of the 100% (hundred) percent of the advance payment or such other unadjusted amount of the said advance. The decision of EdCIL as to whether the terms and conditions of this Guarantee have been fulfilled/observed shall be final and binding on the Bank. The said Bank agrees that the amount due and payable by the said Bank under this guarantee and the liability of the said Bank to pay EdCIL the amount so demanded shall be absolute and unconditional notwithstanding any dispute or disputes raised by the Supplier and notwithstanding any legal

proceeding pending in any Court or Tribunal relating thereto.

THE GUARANTEE HEREIN CONTAINED is not revocable by notice during the currency and will remain in full force until (a) payment has been made to EdCIL by the Bank of the aggregated amount payable herein under or (b) the said advance has been fully adjusted and extinguished, as hereafter set forth, whichever is earlier. Out of the gross amount of the advance against delivery of the Goods, shall be adjusted by Ed.CIL only after successful installation of the equipment at schools/sites indicated in the Purchase Order. Our liability under this Guarantee is restricted to Rs.\_\_\_\_\_ (Rupees only).

UNLESS PREVIOUSLY CANCELLED BY EDCIL, the Bank Guarantee will remain in force upto \_\_\_\_..... months from the date of issue of the Guarantee i.e. upto \_\_\_\_..... and will stand automatically cancelled on the expiry of the said period unless mutually agreed upon that the Guarantee shall continue for a period longer than contemplated hereunder. Unless demand or claim under this Guarantee is made on us in writing within two months from the date of expiry of this Guarantee all the rights of EdCIL against us hereunder shall be forfeited and we shall be relieved and discharged from all liabilities hereunder.

EdCIL shall have the fullest liberty without effecting in any way the liability of the Bank under this Guarantee or indemnity, from time to time to vary any of the terms and conditions of the said Purchase Order or the advance or to extend time of the performance by the said Supplier or to postpone for any time and from time to time any of the powers exercisable by it against the said Vendor and either to enforce or forbear from enforcing any of the terms and conditions governing the said Purchase Order or the advance of securities available to Ed.CIL and the said Bank shall not be released from its liability under these presents by any exercise by Ed.CIL of the liability with reference to the matters aforesaid or by reasons of time being given to the said Supplier or any other forbearance, act or omission on the part of Ed.CIL or any indulgence by Ed.CIL or to the said Vendor of any other matter or thing whatsoever which under the law relating the sureties would but for these provisions have the effect of so relating the Bank from its such liability.

It shall not be necessary for Ed.CIL to proceed against the Supplier before proceeding against the Bank and the Guarantee herein contained shall be enforceable against the Bank notwithstanding any security which Ed.CIL may have obtained or may obtain from the Supplier at the time when proceedings are taken against the Bank for the amount outstanding or unrealized.

We, the said Bank lastly undertake not to revoke this Guarantee during its currency except with the previous consent of EdCIL in writing and agree that any change in the constitution of the said Supplier or the said Bank shall not discharge our liability hereunder:

The Bank declares that it has the power to issue the Guarantee under Banking Regulations 1959 and the undersigned has full powers to do so on behalf of the Bank.

In witness whereof we, (name of the Bank), have said and subscribed our hand  
on this

\_\_\_\_\_ day of \_\_\_\_\_.

Witness: 1. \_\_\_\_\_

2. \_\_\_\_\_

Yours faithfully,

**For (Name of the Bank) with seal**

**UNDERTAKING**

This is to confirm that we M/s \_\_\_\_\_ (give full address) have not been blacklisted in any of the government department and public sector undertaking /enterprise in India and central Vigilance commission, in last three year (2012-2013; 2013-2014 & 2014-2015) or before release of advertisement.

If the above information found false at any stage after the placement of Purchase Order, EdCIL (India) Limited (Ed.CIL), 18-A, Sector 16-A, Noida (hereinafter called Procurement Consultant) will have full right to cancel the Purchase Order and forfeit the Performance Guarantee. All the direct and indirect cost related to the cancellation of the order will be borne by us besides any legal action by Ed.CIL which may be deemed fit at that point of time.

Authorized Signatory

**Note:** *The undertaking regarding the non blacklisting of firm is to be submitted on a non-judicial stamp paper of Rs. 50/- (Fifty only).*



## **PRE CONTRACT INTEGRITY PACT**

### **GENERAL**

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on \_\_\_\_ day of the month of ....2016, between, on one hand, acting through Shri/Smt. \_\_\_\_\_, Designation, EdCIL (India) Limited (hereinafter called the "Procurement Consultant", which expression shall mean and include, unless the context otherwise requires, his successors in office and assigns) of the First Part and M/s \_\_\_\_\_ represented by Shri \_\_\_\_\_, Chief Executive Officer (hereinafter called the "BIDDER/Seller" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second Part.

WHEREAS the Procurement Consultant proposes to procure (name of the Stores / Equipment / item) and BIDDER/Seller is willing to offer / has offered the stores and

WHEREAS the BIDDER is a private company /public company / Government undertaking / partnership / registered expert agency, constituted in accordance with the relevant law in the matter and the Procurement Consultant is a PSU performing its functions on behalf of the EdCIL (India) Limited.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence / prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:

Enabling the Procurement Consultant to obtain the desired said stores/equipment / item at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the Procurement Consultant will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

#### **1. Commitments of the Procurement Consultant**

- 1.1 The Procurement Consultant undertakes that no official of the Procurement Consultant, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for

themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.

- 1.2 The BUYER will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.
- 1.3 All the officials of the Procurement Consultant will report to the appropriate Government office any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.
2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the Procurement Consultant with full and verifiable facts and the same is prima facie found to be correct by the Procurement Consultant, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the Procurement Consultant and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the Procurement Consultant the proceedings under the contract would not be stalled.

### **3. Commitments of BIDDERS**

The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:

- 3.1 The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the Procurement Consultant, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.
- 3.2 The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the Procurement Consultant or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favour or disfavor to any person in relation to the contract or any other contract with the Government.
- 3.3 Bidders shall disclose the name and address of agents and representatives and Indian BIDDERS shall disclose their foreign principals or associates.

- 3.4 BIDDERS shall disclose the payments to be made by them to agents/brokers or any other intermediary, in connection with this bid/contract.
- 3.5 The BIDDER further confirms and declares to the Procurement Consultant that the BIDDER is the original manufacturer/integrator/authorized government sponsored export entity and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the Procurement Consultant or any of its functionaries, whether officially or unofficially to the award to the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.
- 3.6 The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the Procurement Consultant or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.
- 3.7 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.
- 3.8 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
- 3.9 The BIDDER shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the Procurement Consultant as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.
- 3.10 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.
- 3.11 The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.
- 3.12 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the Procurement Consultant, or alternatively, if any relative of an officer of the Procurement Consultant has financial interest / stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender.
- 3.13 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the Procurement Consultant.

4. **PREVIOUS TRANGRESSION**

- 4.1 The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this integrity pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify BIDDER's exclusion from the tender process.
- 4.2 The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

5. **EARNEST MONEY (SECURITY MONEY)**

- 5.1 While submitting commercial bid, the BIDDER shall deposit an amount of Rs. \_\_\_\_\_ as Earnest Money / Security Deposit, with the Procurement Consultant through any of the following instruments:
- (i) Bank Draft or a Pay Order in favour of EdCIL (India) Limited.
  - (ii) A confirmed guarantee by an Indian Nationalized Bank, promising payment of the guaranteed sum to the Procurement Consultant on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the Procurement Consultant shall be treated as conclusive proof of payment.
  - (iii) Any other mode or through any other instrument (to be specified in the Bid Document).
- 5.2 The Earnest Money / Security Deposit shall be valid up to a period of five years or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the Procurement Consultant, including warranty period, whichever is later.
- 5.3 In case of the successful BIDDER a clause would also be incorporated in the Article pertaining of Performance Bond in the Purchase Contract that the provisions of Sanctions for Violation shall be applicable for forfeiture of Performance Bond in case of a decision by the Procurement Consultant to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.
- 5.4 No interest shall be payable by the Procurement Consultant to the BIDDER on Earnest Money / Security Deposit for the period of its currency.

6. **SANCTIONS FOR VIOLATIONS**

- 6.1 Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the Procurement Consultant to take all or any one of the following actions, wherever required:
- (i) To immediately call off the pre contract negotiations without assigning any reason or giving

any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.

- (ii) The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit / Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the Procurement Consultant and the BUYER shall not be required to assign any reason therefore.
  - (iii) To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
  - (iv) To recover all sums already paid by the Procurement Consultant, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the BIDDER from the Procurement Consultant in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid sum and interest.
  - (v) To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the Procurement Consultant, along with interest.
  - (vi) To cancel all or any other Contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the Procurement Consultant resulting from such cancellation/rescission and the Procurement Consultant shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
  - (vii) To debar the BIDDER from participating in future bidding processes of the Government of India for a minimum period of five years, which may be further extended at the discretion of the Procurement Consultant.
  - (viii) To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
  - (ix) In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the Procurement Consultant with the BIDDER, the same shall not be opened.
  - (x) Forfeiture of Performance Bond in case of a decision by the Procurement Consultant to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.
- 6.2 The Procurement Consultant will be entitled to take all or any of the actions mentioned at Para 6.1(i) to (x) of this Pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of any offence as defined in Chapter IX of the Indian Penal code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

- 6.3 The decision of the Procurement Consultant to the effect that a breach of the provisions of this Pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent Monitor(s) appointed for the purposes of this Pact.

7. **FALL CLAUSE**

- 7.1 The BIDDER undertakes that it has not supplied / is not supplying similar product/systems or subsystems at a price lower than that offered in the present bid in respect of any other Ministry / Department of the Government of India or PSU and if it is found at any stage that similar product/systems or sub systems was supplied by the BIDDER to any other Ministry/Department of the Government of India or a PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the BIDDER to the Procurement Consultant, if the contract has already concluded.

8. **INDEPENDENT MONITORS**

- 8.1 The Procurement Consultant has appointed Independent Monitors 9hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission (Names and Addresses of the Monitors to be given).
- 8.2 The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.
- 8.3 The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.
- 8.4 Both the parties accept that the Monitors have the right to access all the documents relating to the project / procurement, including minutes of meetings.
- 8.5 As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the Procurement Consultant.
- 8.6 The BIDDER(s) accept that the Monitor has the right to access without restriction to all Project documentation of the Procurement Consultant including that provided b the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.
- 8.7 The Procurement Consultant will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

- 8.8 The Monitor will submit a written report to the designated Authority of BUYER/Secretary in the Department/within 8 to 10 weeks from the date of reference or intimation to him by the Procurement Consultant / BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

9. **FACILITATION OF INVESTIGATION**

In case of any allegation of violation of any provisions of this Pact or payment of commission, the Procurement Consultant or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

10. **LAW AND PLACE OF JURISDICTION**

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the Procurement Consultant.

11. **OTHER LEGAL ACTIONS**

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

12. **VALIDITY**

- 12.1 The validity of this Integrity Pact shall be from date of its signing and extend up to 5 years or the complete execution of the contract to the satisfaction of both the BUYER and the BIDDER/Seller, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

- 12.2 Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

13. The parties hereby sign this Integrity Pact at \_\_\_\_\_ on \_\_\_\_\_.

14. It is to be specifically noted that the material will be inspected by the client i.e. NMEICT officials at Manufacturing place before shipment to work place so the agency may inform EdCIL at least 4 days in advance before start of shipment.

EdCIL (India) Limited  
Name of the Officer  
Designation

BIDDER  
CHIEF EXECUTIVE OFFICER

Witness

1. \_\_\_\_\_

2. \_\_\_\_\_

Witness

1. \_\_\_\_\_

2. \_\_\_\_\_



## PART-II (FINANCIAL BID)

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
1.	<p>Supplying, Providing, assembling and placing in position machine made factory assembled modular workstations of following sizes and specifications. Rectangular workstation (for 1 person) with work surface of size 1050x600mm with partition height 1650 mm with overhead unit with material conforming to relevant BIS code.</p> <p><b>Frame work:-</b> shall consist of main spine and return spine of aluminium extruded section of thickness not less than 1.20mm CRCA Steel. The size of main spine and that of return spine to be about 54 mm. The height of frame work shall be 1241 to 1650mm. The complete frame work shall be powder coating of thickness not less than 50 micron. The frames also has prefabricated slots for fixing brackets to support worktops, gable ends etc. The bottom modules are mounted over a skirting of 135mm height. The skirting is designed so that switch cutout can be provided at the skirting level and are snap fitted on both sides with skirting plates made</p>	.						

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	<p>of 0.8mm thick CRCA steel.</p> <p><b>Levellers Each</b> frame is provided with two Nos. 12mm leveling bolts which allow 10-25mm adjustment for floor unevenness.</p> <p><b>Post</b> The frames are connected at the junctions by aluminum connectors / posts. The posts are made of aluminum extrusions of 1.3mm thickness.</p> <p><b>Trims</b> The exposed vertical and horizontal faces of the frames are snapfitted with curve trims. The trims are made of aluminum extrusions of 1.5mm thickness and 65mm width and are covered with ABS caps.</p> <p><b>Groove Covers</b> The vertical gaps between the tiles shall be properly and uniformly maintained and shall be vertically covered by fixing specially extruded aluminum section to maintain uniform groove on both the sides of the partition.</p>							

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	<p><b>Wire Management</b> Partitions system has concealed wire management capabilities to meet requirement and are engineered for responsive and safe operations of power, telecommunications and data (LAN) and has separate components for electrical, data and telephone cables having adequate capability of both the vertical and horizontal wire movements. Slots/cutouts are provided on Raceways to fix all electrical and data points.</p> <p><b>Tiles</b> The partition tiles shall be provided in Pre Laminated Particle Board/Fabric on Soft board/White Marker Laminate / Magnetic / Glass Finishes.</p> <p><b>Prelaminated Particle Board</b></p> <p>The Prelaminated Particle Board tile are provided in 12mm size with decorative laminate on top and white balancing on unexposed face, having all exposed edges sealed with PVC edge banding tape, pressed at 200°C</p>							

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	<p>with hot melt glue on special edge banding machine. The tiles are supported with Tile Hook made of MS steel sheets duly galvanized to clip on the partition frame.</p> <p><b>Fabric Tiles</b> The Fabric Tiles are made of 9mm softboard inside and backed by 3mm MDF board &amp; covered with fabric pasted on them by PVA glue. The tiles are supported with Tiles Hook made of MS steel sheet duly powder coated to clip on to the partition frame.</p> <p><b>Marker Tiles</b> The Marker Tiles are made up of 9mm particle board pasted with 1mm white marker laminate, on the exposed face having all exposed edges sealed with PVC edge banding tape, pressed at 180°C with hot melt glue on special edge banding machine. The tiles are supported with Tile Hook made of MS steel sheet duly galvanized to clip on to the partition frame. The Low height partition should have provision of electric / networking / telephone point as per site requirement.</p>							

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	<p><b>Gable End for work station</b> Providing &amp; fixing Gable End 600x725 mm made up of 18 mm thick prelaminated particle board having decorative laminate on both side.</p> <p><b>Work top:-</b> shall be made of 25mm thick pre laminated particle board of approved shade, design and colour of size 1050(L) X 600 mm(W) having decorative lamination on top and balancing lamination on unexposed faces. The exposed edges of the worktop/board shall be sealed with edge banding tape 2.0mm thick PVC edge banding tape. The height of work top shall be between 700 to 760 mm. One wire manager shall be Provided on table top of 62mm dia to hold wires.</p> <p><b>Partition:</b> The partitions panel above work top along the length of workstation shall be claded/ fixed with pre-laminated board/tackable fabric/superior quality particle board /white board/ magnetic tile/ 5.5 mm thick glass of approved colour</p>							

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	<p>design as per shade requirement of the users and the total height of the partition will be 1200 mm to 1650mm. The cross partition shall be claded fixed with superior quality particle board tile/ tackable fabric/polycarbonate sheets/pre-laminated board/ white board/ magnetic tile/ 5.5 mm thick glass. The bottom partition of workstation below worktop shall be of pre laminated particle board of approved colour and design.</p> <p><b><u>Cable Management:</u></b> There shall be complete cable management arrangement. There shall be one openable raceway of 100mm to 150mm wide for cables, made up of minimum 0.8mm thick aluminium with powder coating. The complete workstation shall be connected, fixed made adjustable with required standard quality accessories like brackets, clips, stainless steel/powder coated screws of required shade etc. All the exposed edges of the work surface shall be glued with machine pressed 1.5mm</p>							

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	<p>360 to 390mm. Height 640mm to 695mm, depth 450mm made of minimum 0.80 mm thick CRCA Steel sheet welded assembled with epoxy powder coating of minimum 50 micron. The unit shall have castors and locking arrangement.</p> <p><b><u>Key board pull out trays and CPU Trolley:</u></b> The workstation shall consist of one metal Key board tray of size 500x230mm made of plastic cold polyster PH 88 or 1.2mm thick CRCA sheet duly powder coated not less than 50 micron fixed in to table top with arrangement to slide in / out adjustment having attachment of LHS/RHS mouse pad and one CPU Trolley of size 230mm (Length) x 150-230mm (Width) (adjustable)x 140mm (Minimum) (Height) made of MS sheet of thickness 2mm / CRCA sheet of thickness 1.6mm duly powder coated complete all the above items are to be executed as per direction of Engineer-in-charge.</p>							

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	<b><u>Over Head Unit</u></b> Supply of over head Storage made up of 0.8 mm prime quality steel with 18 mm pre laminated Particle Board open able door system with powder coating .the storage will have one shelves complete with locking system.1050x450x370 mm.							
	<b>Rectangular workstation (for 1 person) with work surface of size 1050(L)X600mm(W)X1241(H1) and 1650 mm (H2) with overhead unit, drawer unit and CPU trolley</b>	Nos	13					
2.	<b>EXECUTIVE CHAIR:</b> Supplying, Providing and placing in position high back revolving chair size of superior quality material BIS standard make Seat 520(W)x480(D)mm and back size 440 (W)x470(H) mm made up of 12mm thick hot pressed molded BWP ply cushioned with 45mm thick molded foam of density40-45kg. per cum, upholstered with superior quality fabric and one piece PU molded arms, Permanent	Nos.	13					



Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	Contact mechanism, gas lift mechanism for height adjustment resting on nylon base with superior quality five castor wheel pronged with steel strip twin castor wheels etc complete as per approved sample and as per the direction of Engineer. The under structure is made of 18mm thick prelaminated particle board with all exposed edges sealed with 2 mm PVC edge banding tape and all unexposed edges sealed with 0.6 mm edge banding tape pressed at 200°C with hot melt glue on special machine.							
3.	<b>Vertical Sliding Door Storage</b> <b>Unit:</b> Supply & providing of sliding door Storage made up of 0.8 mm prime quality steel with Sliding door system with powder coating .The storage will have 4 shelves complete with locking system. Size-1830x 900x450 with material conforming to relevant BIS code.	Nos	2					

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
4.	<b>Round Meeting Table:</b> Supply & providing of round meeting table of 1050 dia made up of 25 mm pre-laminated particle board having formed decorative lamination on top & balancing lamination on unexposed faces with 2 mm PVC edging and with M.S. powder Coated round pedestal or cross connected legs complete with as per direction of engineering in charge with material conforming to relevant BIS code.	Nos	1					
5.	<b>Visitors Chair:</b> Supplying, Providing and placing in position high back revolving chair of superior quality material BIS standard make Seat size 520(W)x480(D)mm and back size 440 (W)x470(H) mm made up of 12mm thick hot pressed molded BWP ply cushioned with 45mm thick molded foam of density 40-45kg. per cum +/- 2kg,	Nos	4					

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	hardness 20 kg +/- 2 kg , upholstered with superior quality fabric and one piece PU molded arms, Permanent Contact mechanism, gas lift mechanism for height adjustment resting on nylon base with superior quality five castor wheel pronged with steel strip twin castor wheels etc complete as per approved sample and as per the direction of Engineer with material conforming to relevant BIS code.							
6.	<b>Kitchen Platform:</b> Supply & providing of Pantry Counter of size 2870x 600x 750mm with 18 mm granite top and understructure in powder coated steel cabinet with storage unit 0.80 mm CRCA steel with material conforming to relevant BIS code.	Nos	1					
7.	<b>Tables:</b> Supply & providing of Table with 25 mm post formed Top in particle board with 0.6 mm post							

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	formed laminate under structure to be made of 25 mm post formed gable Ends and 18 mm pre laminated particle board modesty with material conforming to relevant BIS code.							
<b>A</b>	Table of size 1200x 600x750 mm for Photo Copier	Nos	1					
<b>B</b>	Table of size 1650x900x750 mm for Printer	Nos	1					
<b>8.</b>	<b>Low ht. Vertical Sliding Door storage Unit:</b> Supply & providing of sliding door Storage made up of 0.8 mm prime quality steel with Sliding door system with powder coating. The storage will have 4 shelves complete with locking system Size- 900x711x450 mm with material conforming to relevant BIS code.	Nos	2					
<b>9.</b>	<b>Drawer unit:</b> The workstation shall consist of one free standing pedestal/drawer unit mobile /fixed	Nos.	1					

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	consisting of three drawers or two drawers and one file cabinet. The box type unit shall be of size width 360 to 390mm. Height 640mm to 695mm, depth 450mm made of minimum 0.80 mm thick CRCA steel sheet welded assembled with epoxy powder coating of minimum 50 micron. The unit shall have castors and locking arrangement with material conforming to relevant BIS code.							
10.	<b>Over Head Storage Unit:</b>  Supply & providing of over head Storage made up of 0.60 mm (+0.07 mm) prime quality steel IS 513, horizontal stiffened of 1.2 mm (+0.09 mm) CRCA steel IS 513 with 18 mm pre laminated Particle Board IS 12823 with 0.60 mm thick decorative lamination & 0.60 mm backing lamination IS 2046 open able door system with powder coating .The storage will have one							

Item no.	Items	Unit	Qty	Unit Price (Rs)	Amount(Exclusive of taxes) Rs.	Sales Tax(%)	Tax Amount	Amount (inclusive of taxes) Rs
	shelves complete with locking system 10 lever with material conforming to relevant BIS code.							
A	900x328x785 mm	Nos	1					
B	1200x328x785 mm	Nos	1					
				Total				
Total Price of Bid (exclusive of taxes) (in words) .....								
Total Price of Bid (Inclusive of taxes) (in words) .....								
Signature of bidder								
Name and Address								
Date								

