TENDER DOCUMENT
(Tender Notice No. IITKGP/ABIF/F&F/EQ/2022-23/01 Dated:16/02/2023)

FOR

SUPPLY AND INSTALLATION OF FURNITURE & FIXTURE

AT

AGRI BUSINESS INCUBATION FOUNDATION IIT KHARAGPUR
(ABIF IIT Kharagpur)

AGRI BUSINESS INCUBATION FOUNDATION IIT KHARAGPUR
REG. OFF. IIT KHRAGPUR CAMPUS, PASCHIM MEDINIPUR,
KHARAGPUR, WEST BENGAL -721302.
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NOTICE INVITING TENDER

Agri Business Incubation Foundation IIT Kharagpur, a section-8 company within IIT Kharagpur, invites sealed bids from all Indian Manufacturers/Service providers or their authorized vendors, having registered office in India who fulfill the criteria mentioned in the Tender document and have adequate credential, for the "SUPPLY AND INSTALLATION OF FURNITURE & FIXTURE" at the Agri Business Incubation Foundation IIT Kharagpur.

Interested parties may submit their sealed bids under Two-Bids system as per Technical Specifications given at Annexure I and General Terms & Conditions and other formats given at Annexure II to XII. Two covers (Technical Bid and Price Bid) are to be sealed and placed in one large Coversuperscribed with tender reference number (Tender No:ITKGP/ABIF/F&F/EQ/2022-23/01 Dated: 16/02/2023) and submitted to "Chairperson, Purchase Committee, ABIF IIT Kharagpur, AGFE Department, IIT Kharagpur Campus, P.O. Kharagpur Technology, Paschim Medinipur, West Bengal, PIN: 721 302 on or before (10/03/2023) at 3.00PM. Technical Bids will be opened on (10/03/2023) at 4.00PM.

The technical bid will be evaluated first and price bids will be opened in respect of those OEMs/Vendors, who are found technically qualified after evaluation of Technical bids. Date for opening price bids will be intimated later.

Kindly refer to the Foundation website www.abifitkgp.com or the Institute website www.iitkgp.ac.in [link: http://www1.iitkgp.ac.in/topfiles/tenders.php] for complete tender details. The same is also available in the CPP Portal [https://eprocure.gov.in/epublish/app]. If there is any corrigendum/addendum, it shall only be published on Foundation & Institute's Website and Central Public Procurement Portal.

To
1. Foundation Website
2. Institute Website
3. CPP Portal
4. AgFEDepartment Notice Board
**TIME EVENTS OF VARIOUS TENDER RELATED ACTIVITIES**

<table>
<thead>
<tr>
<th>Tender No. &amp; Date</th>
<th>IITKGP/ABIF/F&amp;F/EQ/2022-23/01 Dated 16/02/2023</th>
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<tr>
<td>Brief Description of Tender</td>
<td>“SUPPLY AND INSTALLATION OF FURNITURE &amp; FIXTURE”</td>
</tr>
<tr>
<td>Tender fee (Non refundable)</td>
<td>₹1,000/- (By way of Demand draft from any Nationalized Bank /Commercial Bank and paid in favour of “Agri Business Incubation Foundation IIT Kharagpur”, payable at Kharagpur)</td>
</tr>
<tr>
<td>EMD (Refundable)</td>
<td>₹50,000/- (By way of Demand Draft / Insurance Surety Bonds / Fixed Deposit Receipt / Banker’s Cheque from any Nationalized Bank / Commercial Bank in India and paid in favour of “Agri Business Incubation Foundation IIT Kharagpur”, payable at Kharagpur).</td>
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| Pre -bid Meeting, if any | **Date:** 28/02/2023 **Time:** 03.00 pm  
**Venue:** ABIF IIT Kharagpur, AGFE Department, IIT Kharagpur Campus, P.O. Kharagpur Technology, Paschim Medinipur, West Bengal, PIN: 721 302 |
| Bid submission start date & time | (17/02/2023) at 05:00 pm |
| Last date & time for submission of sealed tenders/quotations | (10/03/2023) at 3:00 pm |
| Pre -qualification & Technical Bid opening date & time | (10/03/2023) at 4:00 pm |
| Two Bid System | Two bids – (i) Technical and (ii) Price bid, in two separate sealed envelope placed & sealed in one envelope |
| Bid validity | 90 days from the opening of Technical Bid |
| Submission of bids (by speed post) (Addressed to) | Chairperson  
Purchase Committee, ABIF IIT Kharagpur, AGFE Department, IIT Kharagpur Campus, P.O. Kharagpur Technology, Paschim Medinipur, West Bengal, PIN: 721 302 |
| Bid opening place | ABIF IIT Kharagpur, IIT Kharagpur Campus, Paschim Medinipur, Kharagpur, West Bengal - 721302. |
| Any clarification | Telephone No: +91-7780133758  
e-Mail ID: tbimanager.abiciitkgp@gmail.com |

**Note:**

1. ABIF IIT Kharagpur will give exemption for submission of Tender fee and EMD who are registered with MSME, NSIC or start-ups as recognised by DPIIT for the tendered item/services. However proper and valid documents in this regard must be submitted by the bidders in support of their claim. Tender fee and EMD should be kept in separate covers and placed in technical bid cover.

2. If the day falls on any Holiday, the date of any of the events mentioned above shall be on the next working day.

3. It is the responsibility of the Bidder to ensure that their bids should reach within the stipulated date & time by speed post.

4. The quotation received after the last date and prescribed time would summarily be rejected. Quotations having incomplete information are also liable to be rejected.

5. The Chairman Board of Directors (BoD) ABIF IIT Kharagpur reserves the right to reject any or all the quotations in full or part without assigning any reason thereof.
and without giving any compensation. The decision of the Chairman in this regard shall be final and binding to all.

6. The addendum/ corrigendum if any shall only be published on Foundation &Institute’s website and CPP Portal.
# ANNEXURE-I

## DRAWINGS AND TECHNICAL SPECIFICATIONS

**SUPPLY AND INSTALLATION OF FURNITURE & FIXTURE**

*(Tender No: IITKGP/ABIF/F&F/EQ/2022-23/01 Dated: 16/02/2023)*

<table>
<thead>
<tr>
<th>S No.</th>
<th>Name of the item &amp; Specification</th>
<th>Unit</th>
<th>Quantity required</th>
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<tbody>
<tr>
<td>1</td>
<td><strong>TABLE (CODE-01):</strong>&lt;br&gt;Size: 1500 mm (L) X 750 mm (D) X 728 mm (H)**&lt;br&gt;Top Worksurface: 18mm thk. Pre Laminated Particle Board (PLO) All work surface edges are duly sealed with 2mm thick PVC Edgebanding.&lt;br&gt;Understructure Rectangular Frame: Fabricated component in 1.2mm thick CRCA 'D' Grade as per IS:513. Finish: Epoxy Polyester Powder coated to thickness of 50 micron (±10).&lt;br&gt;Understructure Leg: Fabricated component in 38mm x 25mm x 1.2mm thick MS ERW Tube (15:7138), Finish: Epoxy Polyester Powder coated to thickness of 50 micron (±10). Leveler glide for Leg Nylon 6 &amp; MS Bolt.&lt;br&gt;Wire—Management:&lt;br&gt;Horizontal Wire Carrier: 0.7mm thick CRCA 'D' Grade as per IS:513. Finish: Epoxy Polyester Powder coated to thickness of 50 micron (±10).&lt;br&gt;Vertical Wire Carrier: 0.8mm thick CRCA 'D' Grade as per 15:513. Finish: Epoxy Polyester Powder coated to thickness of 50 micron (±10).&lt;br&gt;Storage Pedestal Drawer Configuration/Product size/Styling:&lt;br&gt;• Box—Box—File: 355.5(w) x 559(d) x 670(h) • Enclosing B.—Including Leveler.&lt;br&gt;Construction &amp; Material:&lt;br&gt;• Welded Assembled • Shell —0.6mm Thk CRCA as per 15-513. • Drawer Tray &amp; back — 0.5mm Thk. CRCA as per 15-513 • Drawer Front— 0.6mm 1 CRCA as per 15-513.&lt;br&gt;Locking : Cam Lock.&lt;br&gt;Leveler: Plastic M8 leveler mounted below Body Shell.&lt;br&gt;Handle: Injection moulded Polypropylene.&lt;br&gt;Finish: Epoxy Polyester Powder coated to the thickness of 50 microns (±10).&lt;br&gt;Note: Variation of ± 5% in dimension is permitted.</td>
<td>PC</td>
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CHAIR (CODE-02)

Size: 76.10 cm (L) X 76.10 cm (D) X 98-108 cm (H) X 44-54 cm (SH)

Seat/Back Assembly: The seat is made up of 1.210.1cm thk. hot pressed plywood measured as per QA method described in OCP-QLTA-PL14-18. The Back is made up of injection moulded glass filled nylon & upholstered using Net fabric with high tenacity yarn.

Seat Size: 47.0 cm (W) x 51.5 (D)
Back Size 45.0 cm (W) x 65.3 cm (H)

Polyurethane Foam: The HR polyurethane foam is moulded with density = 55+/-2 kg/m³ and hardness 16 1 2 kgf as per 15:7888 for 25% compression.

Armrests (Adjustable): The armrests have an Up-Down adjustment of 8.5±0.5cm which is provided in armrest structure. Armrest Top has an integrated layer of Thermoplastic Elastomer (TPE).

Lumbar Support Assembly: The Lumbar support consists of polypropylene pad with moulded polyurethane foam & covered with polyester fabric. The Height of Lumbar pad can be adjusted through two projecting knobs provided on the rear side of the pad. Lumbar pad has an adjustment of 8.0 10.5 cm in height.

Front Pivot Synchro Mechanism: The adjustable tilting mechanism is designed with the following features:

> 360° revolving type. Single point control.
> Front-pivot for tilt with feet resting on ground ensuring more comfort.
> Tilt tension adjustment
> 4-position locking with anti-shock feature.
> Seatback tilting ratio of 1:2

Pneumatic Height Adjustment: The pneumatic height adjustment has an adjustment stroke of 10.0 + 0.3 cm.

Pedestal Assembly: The pedestal is injection moulded in black 30% glass-filled Nylon and fitted with 5 nos twin wheel castor. The pedestal pitch-Centre dia is 66.1 ± 0.5cm

Twin Wheel Castors: The twin wheel castors are injection moulded in black Nylon.

Note: Variation of ± 5% in dimension is permitted.

VISITOR CHAIR (CODE-03)

Size: 76.30 cm (L) X 76.30 cm (D) X 89.50-100.50 cm (H) X 43.3-54.3 cm (SH)

Seat/Back Assembly: The Seat assembly is made up of 1.2 ± 0.1 cm. thick hot-pressed plywood measured as per QA method described in OCP-QLTA-P14-18, upholstered with fabric upholstery cover and moulded polyurethane foam. The back assembly is made of
powder coated (DFT 40-60 microns) tubular frame of $\varnothing 2.54 \pm 0.03$ cm x $0.2 \pm 0.016$ cm thick MS ERW tube designed with contoured lumber support for extra comfort. The back is upholstered using Net fabric with high tenacity yam.

Seat Size: 47.0 cm (W) x 48.0 cm (D)
Back Size: 46.5 cm (W) x 60.5 cm (H)

Polyurethane Foam: The HR polyurethane foam is moulded with density =45+/−2 kg/m³ and hardness load 16 ± 2 kgf as per IS:7888 for 25% Compression.

Armrests: The one-piece armrests are injection moulded from black Co-Polymer Polypropylene.

Centre-Tilt Mechanism: The mechanism is designed with the following features:
- 360° revolving type
- $17^\circ \pm 2^\circ$ maximum tilt on pivot at center
- Upright position locking
- Tilt tension adjustment.

Pneumatic Height Adjustment: The pneumatic height adjustment has an adjustment stroke of 11.0 ± 0.3cm

Telescopic Bellow Assembly: The bellow is 3piece telescopic type and injection moulded in Black Polypropylene.

Pedestal Assembly: The pedestal is injection moulded in black 33% glass-filled Nylon66 and fitted with 5 no's twin wheel castors. The pedestal is 66.3 ± 0.0 cm pitch-center dia. (76.3 ± 1.0 cm with castor).

Twin Wheel Castors: The twin wheel castors are injection moulded in Black Nylon.

Note: Variation of ± 5% in dimension is permitted.

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**ALMIRAH (CODE-04)**

Size: 916 mm (W) x 1981mm (H) x 486 mm (D)

Should be made of 0.8 mm thick CRCA for back, shelf 0.9 mm thick CRCA and for all other components. (CRCA is D grade as per IS:513). Argon - Co2 welding instead of only Co2 shielded welding enable almost zero blow holes causing increased rust resistance. Apply of chemical at all welded joineries which improve paint ahearance at welded joineries causing improved rust resistance.

- Locking and Handle: Should have 3 way locking mechanism with shooting bolt having Mazak Handle.
- 4 nos. height adjustable shelf with uniformly distributed load capacity per full shelf is 40 kg maximum.
- Finish of Epoxy polyester powder coated to the thickness of 50 microns (+/-10).
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<td><strong>Note:</strong> Variation of ± 5% in dimension is permitted.</td>
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<td><strong>5</strong></td>
<td><strong>COFFEE TABLE (CODE-05)</strong></td>
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<tr>
<td><strong>Size:</strong> 1000 mm (W) X 650 mm (D) X 450 mm (H)</td>
<td></td>
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<tr>
<td>Table colour: walnut, Glass thickness: 10 mm clear tempered glass</td>
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<tr>
<td>Table top carton size: 1040 mm X 690 mm X 40 mm and</td>
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<tr>
<td>Table leg carton size: 850 X 595 X 115 mm finishing with mdf and paper.</td>
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<tr>
<td><strong>Note:</strong> Variation of ± 5% in dimension is permitted.</td>
<td><strong>PC</strong></td>
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<td><strong>6</strong></td>
<td><strong>SOFA SET (3+1+1) (CODE-06)</strong></td>
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<tr>
<td><strong>Dimensions of 3 Seater:</strong></td>
<td></td>
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<tr>
<td>206 cm (W) X 90.5 cm (D) X 85.5 cm (H) X 45 cm (SH).</td>
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<tr>
<td><strong>Dimensions of 1 Seater:</strong></td>
<td></td>
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<tr>
<td>86 cm (W) x 92 cm (D) x 82 cm (H) x 45 cm (SH).</td>
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<tr>
<td>The seat foam is made up of PU foam in density 28±2 kg/ cu. Mtr with an additional top layer of suprsoft PU foam in density 32±2 kg/cu Mtr, upholstered with fabric or leatherette.</td>
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</tr>
<tr>
<td>The back foam is made up of PU foam in density 28±2 kg/ cu. Mtr with an additional top layer of suprsoft PU foam in density 32±2 kg/cu Mtr.</td>
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<tr>
<td>Undersructure: The understructure is made up of 1.2±0.1 cm thick hot pressed plywood resistance and termite proof as per IS: 303 &amp; pinewood and cross-sections devoid of major knots and surface defects. 6 nos. per seat &amp; 3.8 mm dia zigzag spring assembly is mounted over understructure for cushioning purpose.</td>
<td></td>
</tr>
<tr>
<td>Leg assembly: It is a welded assembly mad in stainless steel (grade SS 202) tube &amp; plate with plastic endcap.</td>
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<td><strong>Note:</strong> Variation of ± 5% in dimension is permitted.</td>
<td><strong>PC</strong></td>
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<td><strong>7</strong></td>
<td><strong>4 DRAWER VERTICAL FILING CABINET (CODE-07)</strong></td>
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<tr>
<td><strong>Size:</strong> 1320 mm (H) X 470 mm (W) X 620 mm (D)</td>
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<tr>
<td>Rigid Knock down construction with Panels made from Prime quality CRCA 0.6 mm thick &amp; Front frame made from CRCA 0.8 thick Configuration. Drawers are mounted through High quality Full Extension precision ball slides for smooth movement. Anti-tipping safety arrangement provided to ensure that when one drawer is opened for use, it does not allow other drawers to be opened. Locking .10 lever Cam Lock. Central locking with shooting bolt arrangement. Metal Top (0.8mm thick CRCA).</td>
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<tr>
<td>Finish: Epoxy Polyester Powder coated to the thickness of 50 microns (+/-10).</td>
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<tr>
<td><strong>Note:</strong> Variation of ± 5% in dimension is permitted.</td>
<td><strong>PC</strong></td>
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</tbody>
</table>
**8**  
**RACK (CODE-08)**  
Size: **1200 mm (W) X 300 mm (D) X 2078 mm (H)**  
Woode side panel with metal shelve.  

*Note:* Variation of ± 5% in dimension is permitted.

**9**  
**CHAIR WITH FULL DESKLET (CODE-09)**  
Size: **66.50 cm (L) X 89 cm (H) X 84 cm (D) X 47.5 cm (SH)**

Seat / Back: The seat sub-assembly should be made up of 1.2±0.1 cm thk Plywood upholstered with moulded foam and polyester fabric and covered with an injection-moulded polypropylene outer cover. The seat can tip-up when not in use and this should be feature can be used while stacking the chairs horizontally. The back sub-assembly should be made up of injection-moulded polypropylene inner upholstered with moulded foam and polyester fabric and covered with an injection-moulded polypropylene outer cover. The contoured back with width extension at the bottom should be designed to give comfort to lower back. The back flexible features allows the back to tilt by 9±2° to aid the user in adopting a comfortable reclining posture. Both these sub-assemblies should be fixed to the tubular structure.

Back Size: 45.2 cm (W) X 44.6 cm (H)  
Seat Size: 47.0 cm (W) X 50.0 cm (D)

Tubular Frame Structure: The powder-coated 4 leg structure should be made of 2.2 ±0.03 cm dia x 0.25 ±0.02 cm thk M.S. E.R.W. Tube front and rear leg welded along with connecting tube made of 1.9 ±0.02 cm dia x 0.2 ±0.016 cm thk M.S. E.R.W. Tube to form the tubular frame assembly. The legs should be provided with injection-moulded adapter bush in black Nylon and brake-loaded castors enabling easy maneuvering while not in use and stable sitting while in use. The chairs can be stacked horizontally when not in use.

Polyurethane Foam: The Polyurethane foam should be moulded with density = 70.0 ±8.0 kg/m³ and Hardness = 20 ±2 for Seat & 16 ±2 for back at 25% compression.

Armrests: The armrest structure should be made up of 2.2 ±0.03 cm dia x 0.25 ±0.02 cm thk M.S. E.R.W. Tube welded to the Tubular Frame structure and having a scratch-resistant tant ABS Arm top.

Full Desklet: The Full Desklet assembly should be Flip-up type and should be made up of extension tube of 1.9 ±0.02 cm dia x 0.2 ±0.016 cm thk PAS E.R.W. Tube and a support tube on L.H. side of 1.6 ±0.02 cm dia x 0.2 ±0.016 cm thk M.S. E.R.W. Tube on which a scratch resistant tant ABS desklet top should be fixed and covered on bottom side with a bottom cover.

Brake-Loaded Castors: The brake-loaded castors should be assembled to the chair legs, to give a free movement for maneuvering the chair when not in use and it will brake the movement when load should be applied (while in use) to give a stable feel. The twin wheel castors should be injection molded in black Polypropylene.
"U" SHAP 19 SEATER TABLE WITH WIRE MANAGER (CODE-10)

Size: 6250 mm (L) x 1800 mm (D) x 725 mm (H)

Work Surface: Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Plastic ABS access flap is provided for easy access to wires and cables. Work top is available in various shapes as shown above.

Understructure: It consist of 18mm Thick Pre-laminated twin board of E1-P2 grade and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Aluminum alloy 63400 - WP profile is used for connecting panels together. The product has a knock-down construction.

Modesty Panel: Made of 18mm Thick Pre-laminated twin board of E1-P2 grade and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Powder coated accent metal strip provided below work surface to enhance aesthetics. It is made of 0.8mm CRCA as per IS 513, epoxy polyester powder coated (DFT 40-60 microns).

Wire Management: An array of panels made of 0.8mm CRCA MS IS:513, epoxy polyester powder coated (DFT 40-60 microns) is used for flow of wires and cables. Provision to mount Anchor Roma 6 module plate is provided below worktop. Cutout on top with two-piece injection moulded plastic part polymer component is fitted to pull out audio, video cables onto worktop and connect devices charger to power socket below worktop.

Note: Variation of ± 5% in dimension is permitted.

HIGH BACK CHAIR WITH ADJUSTABLE ARM AND BACK REST (CODE-11)

SIZE: 761 mm (W) X 761 mm (D) X 1136-1311 mm (H) X 444-544 mm (SH).

The cushioned seat is made of injection moulded plastic outer & inner and plastic inner is upholstered with leatherette and spacer fabric and moulded polyurethane foam of density of 45± kg/ m³ and has a hardness load 16±2 kgf as per IS :7888 for 25% compression.

Back Assembly: The cushioned back assembly is made of PU foam with insitu moulded MS ERW Round Tube. It is upholstered with leatherette. The armrests top is made of moulded polyurethane (PU) and mounted on to a drop lift adjustable type tubular armrest support made of MS ERW tube having chrome plated finish. The chair is equipped with active bio synchro mechanism with the features like 360 degree revolving type, front pivot for tilt and feet resting on the ground and continuous lumbar support for ensuring more comfort. The tilt tension adjustment can be operated in seating position. Five position tilt limiter is given for variable tilt option. Seat depth adjustment is available in this chair.

Note: Variation of ± 5% in dimension is permitted.
The pedestal assembly is made of injection moulded in black 33% glass-filled Nylon 66 and fitted with 5 nos twin wheel castors.

**Note:** Variation of ± 5% in dimension is permitted.

<table>
<thead>
<tr>
<th>12</th>
<th>MEDIUM BACK CHAIR WITH ADJUSTABLE ARM AND BACK REST (CODE - 12)</th>
</tr>
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<tbody>
<tr>
<td></td>
<td><strong>SIZE:</strong> 761 mm (W) X 761 mm (D) X 1134-1309 mm (H) X 442-542 mm (SH).</td>
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<tr>
<td></td>
<td>The cushioned seat is made of injection moulded plastic outer &amp; inner and plastic inner is upholstered with foam laminated fabric and moulded polyurethane foam of density of 45± kg/ m³ and has a hardness load 16±2 kgf as per IS :7888 for 25% compression.</td>
</tr>
<tr>
<td></td>
<td>Back Assembly: The cushioned back assembly is made of PU foam with insitu moulded MS ERW Round Tube. It is upholstered with foam laminated fabric. The armrests top is made of moulded polyurethane (PU) and mounted on to a drop lift adjustable type tubular armrest support made of MS ERW tube having chrome plated finish. The chair is equipped with active bio synchro mechanism with the features like 360 degree revolving type, front pivot for tilt and seat resting on the ground and continuous lumbar support for for ensuring more comfort. The tilt tension adjustment can be operated in seating position. Five position tilt limiter is given for variable tolt option. Seat depth adjustment is available in this chair.</td>
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<tr>
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<td>The pedestal assembly is made of injection moulded in black 33% glass-filled Nylon 66 and fitted with 5 nos twin wheel castors.</td>
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<td><strong>Note:</strong> Variation of ± 5% in dimension is permitted.</td>
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<th>13</th>
<th>L SHAP TABLE WITH LOW HT BACK UNIT (CODE-13)</th>
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<tbody>
<tr>
<td></td>
<td><strong>L Shap Table: Size:</strong> 1800 mm (L) X 2100 mm (D) X 750mm (H)</td>
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<td>Primary Work Surface : Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping.</td>
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<td></td>
<td>Secondary Work Surface : Made of 25mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top. Soft closing access flap with in-build power box are provided on work surface for wire management.</td>
</tr>
<tr>
<td></td>
<td>Modesty Panel : Made of 25mm thick MDF one side laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top.</td>
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<td></td>
<td>Under- structure: Made of 25mm thick MDF one side laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top.</td>
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<tr>
<td></td>
<td>Integrated Pedestal : Made of 25mm Thick Pre-laminated twin board of E1-</td>
</tr>
</tbody>
</table>
P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Drawer fronts made of 25mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top. Pedestal construction is BOX-BOX-F.DRAWER SLIDES. Drawer extension is 325 MM. Drawers have a soft closing & anti-slam mechanism. Handles are provided for ease of opening. Pedestal is provided with lock for security.

Top Panel: Made of 25mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top.

Slide Door Unit: Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping for body panels like side, bottom, back and shelves. Shutters are made of 25mm thick MDF one side pre-laminate board with 0.4mm PVC membrane pressed on to top. Shutters have a soft closing & anti-slam mechanism. Handles are provided for ease of opening. Storage is provided with lock for security.

Back Unit:
Size: 1650 mm (L) X 500 mm (D) X 750 mm (H)

Top Panel: Made of 25mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top.

Slide Door Unit: Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade, Edge banded with matching 2 mm thick PVC lipping for body panels like side, bottom, back and shelves. Shutters are made of 25mm thick MDF one side pre-laminate board with 0.4mm PVC membrane pressed on to top. Shutters have a soft closing & anti-slam mechanism. Handles are provided for ease of opening. Storage is provided with lock for security.

Note: Variation of ± 5% in dimension is permitted.

<table>
<thead>
<tr>
<th>TABLE WITH SIDE TABLE &amp; DRAWER UNIT (CODE-14)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Desk Size: 1650 mm (W) X 700 (D) X 743 (H)</td>
</tr>
<tr>
<td>ERU Size: 1000 mm (W) X 450 mm (D) X 743 mm (H)</td>
</tr>
</tbody>
</table>

Top shall be of 18 mm thickness made of PLT board with 2 mm Edge banding. Wenge and Savannah Maple PLT board shall be used. The Under structure shall be in prelaminate panels made with PLT boards. 2-Drawer and 3-Drawer storage units with different combinations to support tops made with 18 mm PLT boards of different colours. Modesty and back panels made with 18 mm PLT boards. The pedestals / storages shall be fitted with necessary locks.

Note: Variation of ± 5% in dimension is permitted.
Note:

I. L=Length; W=Width; H=Height; D=Depth; SH=Seat Height

II. Guarantee/Warranty of above items: Five (05) year onsite comprehensive OEM warranty from the date of successful installation and commissioning. The OEM/Vendor has to guarantee supply of spares for a minimum period of Ten (10) years.
GENERAL TERMS AND CONDITIONS

1. **Tender Fee** (Non-refundable): ₹1,000/- (By way of Demand draft from any Nationalized Bank /Commercial Bank and paid in favour of “Agri Business Incubation Foundation IIT Kharagpur”, payable at Kharagpur). **Bids without Tender fee will not be accepted.** This should be enclosed with the Technical Bid document.

2. **Earnest Money Deposit (EMD):** ₹50,000/- (By way of Demand Draft / Insurance Surety Bonds / Fixed Deposit Receipt / Banker’s Cheque from any Nationalized Bank / Commercial Bank in India and paid in favour of “Agri Business Incubation Foundation IIT Kharagpur”, payable at Kharagpur). EMD should be kept in separate covers and placed in Technical Bid cover. Any bid without EMD will not be considered. This will be refunded to the unsuccessful OEMs/Vendors once the Purchase Order is issued. The EMD of the bidder awarded with the contract will be refunded after completion of the total project and on submission of Performance Bank Guarantee. No interest is payable on refunds. EMD shall be forfeited if the selected OEM/Vendor accepts the supply order, but is unable to execute the same as per the required quality.

   **Note:** ABIF IIT Kharagpur will give exemption for submission of EMD who are registered with MSME, NSIC or start-ups as recognised by DPIIT for the tendered item/services. However proper and valid documents in this regard must be submitted by the bidders in support of their claim.

3. **Pre-bid Meeting:** The interested bidders may join the pre-bid meeting, scheduled to be held on 28/02/2023 at 03:00 PM in the Office of Chairperson, Purchase Committee, ABIF IIT Kharagpur, AGFE Department, IIT Kharagpur Campus, P.O. Kharagpur Technology, Paschim Medinipur, West Bengal, PIN: 721 302. All interested bidders may send their willingness for joining the pre-bid meeting by sending email to tbimanager.abiciitkgp@gmail.com by 27/02/2023.

4. **Payment Terms & Performance Bank Guarantee (PBG):** 90% payment shall be made after receipt of stores in good order and condition, successful installation and demonstration thereafter certification by the appropriate authority of ABIF IIT Kharagpur. Balance 10% may be released against submission of Performance Bank Guarantee to the tune of 3% of the total Contract value or on completion of warranty period. PBG shall be issued from any nationalized bank/ commercial bank, which shall be valid for the period of warranty plus 60 days. No advance/mobilization support, is payable against supply of stores.

   **Or**

   100% payment shall be made against submission of Performance Bank Guarantee to the tune of 3% of the total Purchase Order value and after receipt of stores in good order and conditions, successful installation and demonstration, thereafter certification of your bill by the appropriate authority of ABIF IIT Kharagpur. The Performance Bank Guarantee shall be issued by any Nationalized Bank, valid for a period of 60 days beyond the expiry date of the Warranty Period.
5. **Liquidated Damages:** In the event of failure to deliver the stores beyond the specified date, liquidated damages @ 1% per month or part thereof in respect of the value of stores will be deducted, subject to a maximum of 5%; alternately the order will be cancelled and the undelivered stores purchased from elsewhere at the risk and expense of the OEM/Vendor.

6. **Warranty/Guarantee & On-site skill support:** Five (05) year onsite comprehensive OEM warranty from the date of successful installation and commissioning. The OEM/Vendor has to guarantee supply of spares for a minimum period of Ten (10) years.

7. **Supply of spares and accessories:** Interested vendors must be able to supply adequate spares and consumable during Five (05) year of comprehensive warranty. OEM/Vendor should also ensure trouble free service and performance for another Five (05) years beyond Five (05) year Comprehensive Warranty Period with adequate spares and accessories.

8. **Delivery of Stores:** The store items are to be supplied within 60 days from the date of receipt of the Purchase Order.

9. **Price:**
   
   a. The prices should be quoted in Indian Rupees only on Turn Key Basis.
   
   b. The price should be quoted “FORABIF IIT Kharagpur” basis. The price should be all inclusive.
   
   c. The unit prices should be for the same unit as indicated in the Schedule to tender enquiry and not for any other unit.
   
   d. Discount, if any, should be indicated separately/prominently.
   
   e. Offers should normally be on fixed and firm price basis. Any clause making price variation will not be acceptable.

10. **Bid:** Technical Bid and Price Bid should be submitted in two separate sealed envelopes quoting reference number on the top of the envelope. **Tender Fee and EMD should be enclosed with the Technical Bid documents, in separate sealed envelopes, stapled with the packet containing Technical Bid documents.**

11. **Award of the Contract:** The order shall be placed to successful L1 bidder.

12. **Acceptance of Tender:** The Authority of ABIF IIT Kharagpur does not bind itself to accept the lowest priced bid and reserves the right to reject any or the entire tender bids received without assigning any reason thereof.

13. The addendum/corrigendum if any shall be published on Foundation & Institute’s **Website i.e. www.abifiitkgp.com, www.iitkgp.ac.in and on CPP Portal.**

14. **Extra Features:** If the bidder provides any other extra features on Furniture & Fixture which are not mentioned in the tender product specifications, then that shall be highlighted in clear terms, with documentary evidence/literature.

15. **Compliance List:** The proposal should be properly indexed and a compliance list against the technical specifications should be provided.
16. **Service:** Response to ensure quality of services, the deputed Engineer from the OEM/Vendor shall have a minimum of 2 years of experience in the relevant field and must be in the payroll of the OEM/Vendor.

17. **Installation and Commissioning:** Free of cost at Agri Business Incubation Foundation IIT Kharagpur, IIT Kharagpur Campus, Kharagpur, PaschimMedinipur, West Bengal-721302. The supplier must ensure timely installation of Experimental test setup with necessary support to the indenters, as per details and lists to be made available by the ABIF IIT Kharagpur.

18. **Training:** The Supplier is required to provide training at free of cost to the designated Purchaser's technical and end user personnel to enable them to effectively operate the total equipment.

19. **Site preparation:** The supplier shall inform to the ABIF IIT Kharagpur about the site preparation, if any, needed for the installation of equipment, immediately after the receipt of the purchase order. The supplier must provide complete details regarding space and all the other infrastructural requirements needed for the furniture & fixture, which the Foundation should arrange before the arrival of the furniture & fixture to ensure its timely installation and smooth operation thereafter. The supplier shall visit the Foundation's building and see the site where the furniture & fixture is to be installed and may offer his advice and render assistance to the Foundation in the preparation of the site and other pre-installation requirements.

20. The benefit of any downward price revision (revision on account of budget/financial policy, tax revision, EPZ etc.) is to be given to ABIF IIT Kharagpur by the selected OEM/Vendor.

21. Past Performance of the OEMs/Vendors will be judged at the time of Technical Evaluation.

22. The Institute does not bind itself to offer any explanation to those bidders whose technical bids have not been found acceptable by the Purchase Committee of the Foundation.

23. Bidders should enclose the following documents:

   a. Purchase order to be placed on: Should be mentioned in the quotation with full address, email address, phone number.

   b. Proforma Price Bid (without mentioning the price rate) may be attached with technical bids.

   c. Copy of mandatory test reports, national testing/reliability and endurance test reports etc., certified or conducted at the manufacturing site, granted by the bureaus/quality control departments/national testing laboratories (if applicable).

24. All tenders are to be handed over in a sealed box in the Office of the Chairperson, Purchase Committee, ABIF IIT Kharagpur, AgFE Department, IIT Kharagpur Campus, P.O. Kharagpur Technology, Paschim Medinipur, West Bengal, PIN: 721302. The bids (technical and price bids) once submitted shall be the property of
the Foundation and shall not be returned to the vendor in future. For speed post, the Postal Address is:

**Chairperson**  
Purchase Committee  
ABIF IIT Kharagpur, AgFE Department,  
IIT Kharagpur Campus, P.O. Kharagpur Technology,  
Paschim Medinipur, West Bengal, PIN: 721302

25. **Opening of Price Bids:** The Price Bid(s) of only those OEM(s)/Vendor(s) who are found technically qualified will be opened and the same will be opened before the technically qualified vendor(s). The date for opening of price bids will be notified separately by e-mail.

26. Tenderer or his/her authorized representative (with proper authorization letter for attending opening of technical bids and also for opening of price bids) may choose to be present at the time of opening of Technical Bids/Price Bids.

27. **Disqualification of Tender:** The tenders are liable for rejection in the following circumstances:
   a) If they are not in line with the terms and conditions of this tender notice
   b) Conditional quotations
   c) Incomplete tenders
   d) Tenders without Tender Fee & EMD /Exemption certificate
   e) Tenders submitted through Fax or e-mail
   f) If two bid system is not followed
   g) The Firm need to quote all the charges /prices as per the tender requirement, if any firm quote nil charges/consideration, the bid shall be treated as Unresponsive bid and will not be considered.

**IMPORTANT**

I. Chairman Board of Directors (BoD) ABIF IIT Kharagpur may accept or reject any or all the bids in part or in full without assigning any reason and does not bind himself to accept the lowest bid. The Foundation at its discretion may change the quantity/upgrade the criteria/drop any item or part thereof at any time before placing the Purchase Order.

II. A bid submitted with false information will not only be rejected but also the OEM/vendor will be debarred from participation in future tendering process.

III. In case of any dispute, the decision of the Chairman Board of Directors (BoD) ABIF IIT Kharagpur shall be final and binding on the bidders.

IV. In case the due date for opening tender happens to be a holiday, the same will be opened on the next working day. The timings will however remain unchanged. Please Note that the Foundation remains closed on Saturday & Sunday.

The Bidders are requested to submit the bids after issue of clarifications only considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/amendments issued if any, in their bid.
INSTRUCTIONS & SPECIAL CONDITIONS

1. **General:** Only Indian Manufacturers/Service provider or their authorized vendors, having registered office in India are invited to quote.

A. **Compliance under Rule 144 (xi) of the General Financial Rules (GFRs) 2017**

   I. **As per Ministry of Finance, Department of Expenditure, Public Procurement Division Order (Public Procurement No.1) issued from file No.6/18/2019-PPD dated 23rd July, 2020 & the Order issued from time to time** regarding Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs) 2017, it is directed that any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with the Competent Authority i.e. the Department for Promotion of Industry and Internal Trade (DPIIT).

   II. “**Bidder**” (including the term ‘tenderer’, ‘consultant’ or ‘service provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency, branch or office controlled by such person, participated in a procurement process.

   III. “**Bidders from a country which shares a land border with India**” for the purpose of this Order means:

   a) An entity incorporated, established or registered in such a country; or

   b) A subsidiary of an entity incorporated, established or registered in such a country; or

   c) An entity substantially controlled through entities incorporated, established or registered in such a country; or

   d) An entity whose **beneficial owner** is situated in such a country; or

   e) An Indian (or other) agent of such an entity; or

   f) A natural person who is the citizen of such a country; or

   g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

   IV. The **beneficial owner** for the purpose of above will be as under:

   1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercise control through other means.

      **Explanation:**
a) “Controlling ownership interest“ means ownership of or entitlement to more than twenty-five per cent of share or capital or profit of the company;

b) “Control” shall include the right to appoint majority of the directors or to control the management of policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;

2. In case of a partnership firm, the beneficial owner is the natural person (s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;

3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;

4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;

5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership

V. An agent is a person employed to do any act for another, or to represent another in dealings with third person.

VI. For Works contracts, including Turnkey contracts, the successful bidder shall not be allowed to subcontract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

A certificate (duly filled & signed) shall be submitted by bidders in the tender documents regarding their compliance with the said order as per Annexure XI. If the certificate submitted by a bidder whose bid is accepted is found to be false, this would be a ground for immediate termination and further legal action in accordance with law.

B. Compliance under Rule 153 (iii) of the General Financial Rules (GFRs) 2017

It is mandatory for bidders to quote items having 20% or more local content. Refer revised Public Procurement (Preference to Make in India), Order 2017, P-45021/2/2017-B.E-II dated 16.09.2020 and the order issued from time to time by Department for Promotion of Industry & Internal Trade (DPIIT), Ministry of Commerce and Industry, Government of India. (Submit duly filled Annexure XII for the same).

Also, as per DPIIT, Ministry of Commerce and Industry OM vide no: P-45021/102/2019-BE-II-Part(1) (E-50310) dated 04.03.2021, bidders can’t claim themselves as Class-I local supplier / Class-II local supplier by claiming the services such as transportation, insurance, installation, commissioning, training and after sales service support like AMC/CMC etc. as local value addition.
2. **Deviation from Specifications**: It is in the interest of the tenderer to study the specifications in the tender schedule thoroughly before quoting so that, if the tenderer makes any deviations, the same are prominently brought out in the body of the tender. If you need to add any optional items to your system in order to meet our specifications, you are requested to quote for the total including the option required to suit our requirements. Otherwise, your tender will not be considered at all.

3. **Tenderers shall Submit along with their Tender**: (i) Complete address and tele links for contact persons of manufacturers/service providers/authorized vendors offices dealing with this purchase. (ii) Name and full address of the manufacturers/service providers/authorized vendors (iii) **Country of origin** is to be provided for each item. (iv) Purchase order to be placed on: Should be mentioned in the quotation with full address.

4. **Performance Bank Guarantee**: The bidders to provide Performance Bank Guarantee of the amount equivalent to the 3% of the cost of contract value from any Nationalized Bank. The Performance Bank Guarantee is required for the entire period of Warranty. Performance Bank Guarantee must remain valid for a period 60 (sixty) days beyond the expiry of the Warranty Period.

5. **Guarantee**: The tenderer has to declare that the goods sold to the buyer under this contract shall be of the best quality and workmanship and shall be strictly in accordance with the specifications.

6. **Patent Rights**: The Supplier shall indemnify ABIF IIT Kharagpur against all third-party claims of infringement of patent, trademark or industrial design rights, copyright rights arising from use of the Goods or any part thereof in India.

7. **Indemnity**: The vendor shall indemnify, protect and save ABIF IIT Kharagpur against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory infringements in respect of all the equipment(s) supplied by him.

8. **Jurisdiction**: All questions, disputes, or differences arising under, out of or in connection with the contract, if concluded, shall be subject to the exclusive jurisdiction at the place from which the acceptance of Tender is issued i.e. Jurisdiction of KOLKATA HIGH COURT. Acceptance to this effect is also necessary at the time of opening of Technical Bid.

9. **Acknowledgment**: It is hereby acknowledged that we have gone through all the points listed under “Instructions & Special Conditions” outlined above, and those in the accompanying note on “Important Conditions”, and we agree to abide by them under the penalty of permanent disqualification for Tender participation and for related penal actions for non-abidance of the conditions.
ANNEXURE - IV

MINIMUM ELIGIBILITY CRITERIA / PRE-QUALIFICATION CRITERIA

1. **Registration Certificate(s):** Certificate of incorporation, PAN, GST, Trade Licenseand other related documents shall be provided with the bid document.

2. **Past Experience:**
   
   a. Bidders must have minimum 05 (five) years experiences as on tender submission due date in the similar contract in National Institutes like IITs, IISERs and NITs or similar Autonomous Govt. Institutions/Universities, Government/PSUs or reputed organizations. Supporting documents may be enclosed.
   
   b. The bidder must have successfully executed/completed similar contract, over the last five (05) years i.e. the current financial year and the last five financial years;
      
      i. One (01) contract worth Rs. 20.80 lakh; or
      
      ii. Two (02) contracts worth Rs. 13.00 lakh each; or
      
      iii. Three (03) contracts worth Rs. 10.40 lakh each.

      Necessary supporting document with work orders/Purchase Order, list of satisfactory clients (if any), completion certificate shall be enclosed with the bid document.

3. The bidders should preferably have the certificates such as BIFMA, Green Guard, GRIHA, ISO 9001:2015, ISO 14001:2015, ISO 50001:2018, ISO 45001:2018 etc. Supporting documents must be enclosed with the Tender document.

4. **Annual Average turnover for last three Financial Year:** The bidder must have a minimum annual average turnover of Rs. 25 Lakh during the last three financial years, i.e. F.Y. 2019-20, F.Y. 2020-21 and F.Y. 2021-22. All bidders should submit copies of audited Statement of Accounts along with the Income Tax Return (ITR) for those three years along with the Tender document

5. **Non-blacklisting certificate:** The bidder should not have been suspended or blacklisted by any Govt. Funded Organization. (An undertaking to this effect must be submitted by the bidder that the firm has not been suspended or blacklisted by any Govt. Funded Organization in the past or as on the date of bidding).

6. Authorized Dealer should have the valid dealership certificate from the OEM.

7. Catalogue is required for the quoted items.

**Note:**

The bidders must submit the documentary proof in support of meeting the minimum eligibility criteria. Simply an undertaking by the bidder for any item of the criteria shall not suffice the purpose. All the documentary proof must be listed on the letter head, to be submitted with the Technical document.
## TECHNICAL BID

<table>
<thead>
<tr>
<th>S. No</th>
<th>Description</th>
<th>Submitted (Yes / No) (If Yes- Page No.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Tender Fee &amp; EMD / Exemption Certificate</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Certificate of Incorporation / Registration Certificate</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Trade License, PAN and GST Certificates</td>
<td></td>
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<tr>
<td>4</td>
<td>Status of the Tenderer (attach documents, if registered company/partnership/propriety ship)</td>
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<tr>
<td>5</td>
<td>Manufacturer (OEM certificate) or Service Provider/Dealer (Authorization and OEM certificate from Manufacturers)</td>
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<tr>
<td>6</td>
<td>Details of key top official/authorized official with e-mail id and contact number</td>
<td></td>
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<tr>
<td>7</td>
<td>Experience certificate (Previous Work Orders/Purchase Orders, list of satisfactory clients with address and contact number, completion certificates, etc.)</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Technical Compliance Statement, as per Annexure - VI</td>
<td></td>
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<tr>
<td>9</td>
<td>BIFMA, Green Guard, GRIHA, ISO Certificate (as applicable)</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Average turnover of ₹30 lakhs during the last three Financial years. Bidder shall enclose CA Certificate/Audited statement as per Annexure- VII</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Income Tax Returns of last three Financial years</td>
<td></td>
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<tr>
<td>12</td>
<td>Declaration as per ANNEXURE - VIII</td>
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<tr>
<td>13</td>
<td>Undertaking / Self-Certification of non-blacklisting as per ANNEXURE - IX</td>
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<tr>
<td>14</td>
<td>Certification on Compliance under Rule 144 (xi) as per Annexure - X</td>
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<tr>
<td>15</td>
<td>Declaration of Local Content as per Annexure - XI</td>
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</tr>
<tr>
<td>16</td>
<td>Other documents like literature, catalogues etc.</td>
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</tr>
</tbody>
</table>

**NOTE:**
1. Attach all relevant documents in the same serial order as above, properly indexed, duly signed.
2. **This is to be submitted in a separate sealed envelope** super scribing “TECHNICAL BID”, Notice inviting Tender Reference no. and name of the bidder.
3. Price bid of that company/firm only will be opened which do technically qualify, for further consideration. **Attach all relevant documents in the same serial order as above, properly indexed, duly signed and sealed.**

Signature and seal of the Bidder
# TECHNICAL COMPLIANCE STATEMENT

<table>
<thead>
<tr>
<th>S No.</th>
<th>Name of the item &amp; specification</th>
<th>Unit</th>
<th>Quantity required</th>
<th>Brand name (If any)</th>
<th>Complied (Yes / No)</th>
</tr>
</thead>
</table>
| 1     | **TABLE (CODE-01):**  
Size: 1500 mm (L) X 750 mm (D) X 728 mm (H)  
Top Worksurface: 18mm thk. Pre Laminated Particle Board (PLO) All work surface edges are duly sealed with 2mm thick PVC Edgebanding.  
Understructure Rectangular Frame: Fabricated component in 1.2mm thick CRCA 'D' Grade as per IS:513. Finish: Epoxy Polyester Powder coated to thickness of 50 micron (±10).  
Understructure Leg: Fabricated component in 38mm x 25mm x 1.2mm thick MS ERW Tube (15:7138), Finish: Epoxy Polyester Powder coated to thickness of 50 micron (±10). Leveler glide for Leg Nylon 6 & MS Bolt.  
Wire—Management:  
Horizontal Wire Carrier : 0.7mm thick CRCA 'D' Grade as per IS:513. Finish: Epoxy Polyester Powder coated to thickness of 50 micron (±10).  
Vertical Wire Carrier :0.8mm thick CRCA 'D' Grade as per 15:513. Finish: Epoxy Polyester Powder coated to thickness of 50 micron (±10).  
Storage Pedestal Drawer Configuration/ Product size/ Styling:  
• Box—Box—File : 355.5(w) x 559(d) x 670(#)(h) • Enclosing B —Including Leveler.  
Construction & Material:  
• Welded Assembled • Shell —0.6mm Thk CRCA as per 15-513. • Drawer Tray & back— 0.5mm Thk. CRCA as per 15-513 • Drawer Front— 0.6mm 1 CRCA as per 1S-513.  
Locking : Cam Lock.  
Leveler : Plastic M8 leveler mounted below Body Shell.  
Handle : Injection moulded Polypropylene.  
Finish : Epoxy Polyester Pow&•3oated to the thickness of 50 microns (+10).  
Note: Variation of ± 5% in dimension is permitted. | PC | 2 |  |
| 2     | **CHAIR (CODE-02)**  
Size: 76.10 cm (L) X 76.10 cm (D) X 98-108 cm (H) X 44-54 cm (SH)  
Seat/Back Assembly: The | PC | 10 |  |
seat is made up of 1.210.1cm thk. hot pressed plywood measured as per QA method described in OCP-OLTA-PL14-18. The Back is made up of injection moulded glass filled nylon & upholstered using Net fabric with high tenacity yarn.

Seat Size: 47.0 cm (W) x 51.5 (D)
Back Size 45.0 cm (W) x 65.3 cm (H)

Polyurethane Foam: The HR polyurethane foam is moulded with density = 55+/−2 kg/m³ and hardness 16 1 2 kgf as per 15:7888 for 25% compression.

Armrests (Adjustable): The armrests have an Up-Down adjustment of 8.5±0.5cm which is provided in armrest structure. Armrest Top has an integrated layer of Thermoplastic Elastomer (TPE).

Lumbar Support Assembly: The Lumbar support consists of polypropylene pad with moulded polyurethane foam & covered with polyester fabric. The Height of Lumbar pad can be adjusted through two projecting knobs provided on the rear side of the pad. Lumbar pad has an adjustment of 8.0 10.5 cm in height.

Front Pivot Synchro Mechanism: The adjustable tilting mechanism is designed with the following features
  - 360° revolving type. Single point control.
  - Front-pivot for tilt with feet resting on ground ensuring more comfort.
  - Tit tension adjustment
  - 4-position locking with anti-shock feature.
  - Seatback titing ratio of 1:2

Pneumatic Height Adjustment: The pneumatic height adjustment has an adjustment strock of 10.0 +− 0.3 cm.

Pedestal Assembly: The pedestal is injection moulded in black 30% glass-filled Nylon and fitted with 5 nos twin wheel castor. The pedestal pitch- Centre dia is 66.1 +− 0.5cm

Twin Wheel Castors: The twin wheel castors are injection moulded in black Nylon.

Note: Variation of ± 5% in dimension is permitted.

| 3 | VISITOR CHAIR (CODE-03) | PC | 16 |

**Size:** 76.30 cm (L) X 76.30 cm (D) X 89.50-100.50 cm (H) X 43.3-54.3 cm (SH)

Seat/ Back Assembly: The Seat assembly is made up of 1.2 ± 0.1 cm. thick hot-pressed plywood measured as per QA method described in OCP-QLTA-P14-18, upholstered with fabric upholstery cover and moulded polyurethane.
foam. The back assembly is made of powder coated (DFT 40-60 microns) tubular frame of Ø2.54 ± 0.03 cm x 0.2±0.016 cm thick MS ERW tube designed with contoured lumber support for extra comfort. The back is upholstered using Net fabric with high tenacity yarn.

Seat Size: 47.0 cm (W) x 48.0 cm (D)
Back Size: 46.5 cm (W) x 60.5 cm (H)

Polyurethane Foam: The HR polyurethane foam is moulded with density =45 +/-2 kg/m³ and hardness load 16 ± 2 kgf as per IS:7888 for 25% Compression.

Armrests: The one-piece armrests are injection moulded from black Co-Polymer Polypropylene.

Centre-Tilt Mechanism: The mechanism is designed with the following features:
- 360° revolving type
- 17° ± 2° maximum tilt on pivot at center
- Upright position locking
- Tilt tension adjustment.

Pneumatic Height Adjustment: The pneumatic height adjustment has an adjustment stroke of 11.0 ± 0.3 cm

Telescopic Bellow Assy: The bellow is 3 piece telescopic type and injection moulded in Black Polypropylene.

Pedestal Assembly: The pedestal is injection moulded in black 33% glass-filed Nylon66 and fitted with 5 no’s twin wheel castors. The pedestal is 66.3 ± 0.0 cm pitch-center dia. (76.3 ± 1.0 cm with castor).

Twin Wheel Castors: The twin wheel castors are injection moulded in Black Nylon.

Note: Variation of ± 5% in dimension is permitted.

---

**ALMIRAH (CODE-04)**

Size: 916 mm (W) x 1981 mm (H) x 486 mm (D)

Should be made of 0.8 mm thick CRCA for back, shelf 0.9 mm thick CRCA and for all other components. (CRCA is D grade as per IS:513).

Argon - Co2 welding instead of only Co2 shielded welding enable almost zero blow holes causing increased rust resistance. Apply of chemical at all welded joineris which improve paint adherence at welded joineris causing improved rust resistance.

- Locking and Handle: Should have 3 way locking mechanism with shooting bolt having Mazak Handle.
- 4 nos. height adjustable shelf with uniformly distributed load capacity per full shelf is 40 kg maximum.
- Finish of Epoxy polyester powder coated to the thickness of 50 microns (+/-10).

Note: Variation of ± 5% in dimension is permitted.
| PC | 1 |
|----------------|

### 5. COFFEE TABLE (CODE-05)

**Size:** 1000 mm (W) X 650 mm (D) X 450 mm (H)

Table colour: walnut, Glass thickness: 10 mm clear tempered glass

Table top carton size: 1040 mm X 690 mm X 40 mm and

Table leg carton size: 850 X 595 X 115 mm finishing with mdf and paper.

**Note:** Variation of ± 5% in dimension is permitted.

### 6. SOFA SET (3+1+1) (CODE-06)

**Dimensions of 3 Seater:**

206 cm (W) X 90.5 cm (D) X 85.5 cm (H) X 45 cm (SH).

**Dimensions of 1 Seater:**

86 cm (W) x 92 cm (D) x 82 cm (H) x 45 cm (SH).

The seat foam is made up of PU foam in density 28±2 kg/ cu. Mtr with an additional top layer of suprsoft PU foam in density 32±2 kg/cu Mtr, upholstered with fabric or leatherette.

The back foam is made up of PU foam in density 28±2 kg/ cu. Mtr with an additional top layer of suprsoft PU foam in density 32±2 kg/cu Mtr.

**Undersrtucture:** The understructure is made up of 1.2±0.1 cm thick hot pressed plywood resistance and termite proof as per IS: 303 & pinewood and cross-sections devoid of major knots and surface defects. 6 nos. per seat & 3.8 mm dia zigzag spring assembly is mounted over understructure for cushioning purpose.

**Leg assembly:** It is a welded assembly mad in stainless steel (grade SS 202) tube & plate with plastic endcap.

**Note:** Variation of ± 5% in dimension is permitted.

### 7. 4 DRAWER VERTICAL FILING CABINET (CODE-07)

**Size:** 1320 mm (H) X 470 mm (W) X 620 mm (D)

Rigid Knock down construction with Panels made from Prime quality CRCA 0.6 mm thick & Front frame made from CRCA 0.8 thick Configuration. Drawers are mounted through High quality Full Extension precision ball slides for smooth movement. Anti-tipping safety arrangement provided to ensure that when one drawer is opened for use, it does not allow other drawers to be opened. Locking .10 lever Cam Lock. Central locking with shooting bolt arrangement. Metal Top (0.8mm thick CRCA).

**Finish:** Epoxy Polyester Powder coated to the
8 RACK (CODE-08)

Size: 1200 mm (W) X 300 mm (D) X 2078 mm (H)

Wood side panel with metal shelf.

Note: Variation of ± 5% in dimension is permitted.

9 CHAIR WITH FULL DESKLET (CODE-09)

Size: 66.50 cm (L) X 89 cm (H) X 84 cm (D) X 47.5 cm (SH)

Seat / Back: The seat sub-assembly should be made up of 1.2±0.1cm thk Plywood upholstered with moulded foam and polyester fabric and covered with an injection-moulded polypropylene outer cover. The seat can tip-up when not in use and should have a feature that can be used while stacking the chairs horizontally. The back sub-assembly should be made up of injection-moulded polypropylene inner upholstered with moulded foam and polyester fabric and covered with an injection-moulded polypropylene outer cover. The contoured back with width extension at the bottom should be designed to give comfort to lower back. The back flexing features allows the back to tilt by 9c±2’ to aid the user in adopting a comfortable reclining posture. Both these sub-assemblies should be fixed to the tubular structure.

Back Size: 45.2 cm (W) X 44.6 cm (H)
Seat Size: 47.0 cm (W) X 50.0 cm (D)

Tubular Frame Structure: The powder-coated 4 leg structure should be made of 2.2 ±0.03cm dia x 0.25 ±0.02cm thk M.S. E.R.W. Tube front and rear leg welded along with connecting tube made of 1.9 ±0.02cm dia x 0.2 ±0.016cm thk M.S. E.R.W. Tube to form the tubular frame assembly. The legs should be provided with injection-moulded adopter bush in black Nylon and brake-loaded castors enabling easy maneuvering while not in use and stable sitting while in use. The chairs can be stacked horizontally when not in use.

Polyurethane Foam: The Polyurethane foam should be moulded with density = 70.0 ±8.0 kg/m3 and Hardness = 20 ±2 for Seat & 16 ±2 for back at 25% compression.

Armrests: The armrest structure should be made up of 2.2 ±0.03cm dia x 0.25 ±0.02cm thk M.S. E.R.W.
Tube welded to the Tubular Frame structure and having a scratch-resistant tant ABS Arm top.

Full Desklet: The Full Desklet assembly should be Flip-up type and should be made up of extension tube of 1.9 ±0.02em dia x 0.2 ±0.016cm thk PAS. E.R.W. Tube and a support tube on L.H. side of 1.6 ±0.02cm dia x 0.2 ±0.016cm thk M.S. E.R.W. Tube on which a scratch resistant tant ABS desklet top should be fixed and covered on bottom side with a bottom cover.

Brake-Loaded Castors: The brake-loaded castors should be assembled to the chair legs, to give a free movement for maneuvering the chair when not in use and it will brake the movement when load should be applied (while in use) to give a stable feel. The twin wheel castors should be injection molded in black Polypropylene.

Note: Variation of ± 5% in dimension is permitted.

"U" SHAP 19 SEATER TABLE WITH WIRE MANAGER (CODE-10)

Size: 6250 mm (L) x 1800 mm (D) x 725 mm (H)
Work Surface: Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Plastic ABS access flap is provided for easy access to wires and cables. Work top is available in various shapes as shown above.
Understructure: It consist of 18mm Thick Pre-laminated twin board of E1-P2 grade and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Aluminum alloy 63400 - WP profile is used for connecting panels together. The product has a knock-down construction.

Modesty Panel: Made of 18mm Thick Pre-laminated twin board of E1-P2 grade and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Powder coated accent metal strip provided below work surface to enhance aesthetics. It is made of 0.8mm CRCA as per IS 513, epoxy polyester powder coated (DFT 40-60 microns).

Wire Management: An array of panels made of 0.8mm CRCA MS IS:513, epoxy polyester powder coated (DFT 40-60 microns) is used for flow of wires and cables. Provision to mount Anchor Roma 6 module plate is provided below worktop. Cutout on top with two-piece injection moulded plastic part polymer component is fitted to pull out audio, video cables onto worktop and connect devices charger to
power socket below worktop.

Note: Variation of ± 5% in dimension is permitted.

<table>
<thead>
<tr>
<th>11</th>
<th>HIGH BACK CHAIR WITH ADJUSTABLE ARM AND BACK REST (CODE-11)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SIZE: 761 mm (W) X 761 mm (D) X 1136-1311 mm (H) X 444-544 mm (SH).</td>
</tr>
<tr>
<td></td>
<td>The cushioned seat is made of injection moulded plastic outer &amp; inner and plastic inner is upholstered with leatherette and spacer fabric and moulded polyurethane foam of density of 45± kg/ m³ and has a hardness load 16±2 kgf as per IS :7888 for 25% compression.</td>
</tr>
<tr>
<td></td>
<td>Back Assembly: The cushioned back assembly is made of PU foam with insitu moulded MS ERW Round Tube. It is upholstered with leatherette. The armrests top is made of moulded polyurethane (PU) and mounted on to a drop lift adjustable type tubular armrest support made of MS ERW tube having chrome plated finish. The chair is equipped with active bio synchro mechanism with the features like 360 degree revolving type, front pivot for tilt and feet resting on the ground and continuous lumbar support for ensuring more comfort. The tilt tension adjustment can be operated in seating position. Five position tilt limiter is given for variable tilt option. Seat depth adjustment is available in this chair.</td>
</tr>
<tr>
<td></td>
<td>The pedestal assembly is made of injection moulded in black 33% glass-filled Nylon 66 and fitted with 5 nos twin wheel castors.</td>
</tr>
<tr>
<td></td>
<td>Note: Variation of ± 5% in dimension is permitted.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>12</th>
<th>MEDIUM BACK CHAIR WITH ADJUSTABLE ARM AND BACK REST (CODE - 12)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SIZE: 761 mm (W) X 761 mm (D) X 1134-1309 mm (H) X 442-542 mm (SH).</td>
</tr>
<tr>
<td></td>
<td>The cushioned seat is made of injection moulded plastic outer &amp; inner and plastic inner is upholstered with foam laminated fabric and moulded polyurethane foam of density of 45± kg/ m³ and has a hardness load 16±2 kgf as per IS :7888 for 25% compression.</td>
</tr>
<tr>
<td></td>
<td>Back Assembly: The cushioned back assembly is made of PU foam with insitu moulded MS ERW Round Tube. It is upholstered with foam laminated fabric. The armrests top is made of moulded polyurethane (PU) and mounted on to a drop lift adjustable type tubular armrest support made of MS ERW tube having chrome plated finish. The chair is equipped with active bio synchro mechanism with the features like 360 degree revolving type, front pivot for tilt and feet resting on the ground and continuous lumbar support for ensuring more comfort. The tilt tension adjustment can be operated in seating position. Five position tilt limiter is given for variable tilt option. Seat depth adjustment is available in this chair.</td>
</tr>
</tbody>
</table>

Note: Variation of ± 5% in dimension is permitted.
equipped with active bio synchro mechanism with the features like 360 degree revolving type, front pivot for tilt and fet resting on the ground and continuous lumbar support for for ensuring more comfort. The tilt tension adjustment can be operated in seating position. Five position tilt limiter is given for variable tolt option. Seat depth adjustment is available in this chair.

The pedestal assembly is made of injection moulded in black 33% glass-filled Nylon 66 and fitted with 5 nos twin wheel castors.

**Note:** Variation of ± 5% in dimension is permitted.

<table>
<thead>
<tr>
<th>L SHAP TABLE WITH LOW HT BACK UNIT (CODE-13)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>L Shap Table:</strong></td>
</tr>
<tr>
<td><strong>Size:</strong> 1800 mm (L) X 2100 mm (D) X 750mm (H)</td>
</tr>
<tr>
<td>Primary Work Surface : Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping.</td>
</tr>
<tr>
<td>Secondary Work Surface : Made of 25mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top. Soft closing access flap with in-build power box are provided on work surface for wire management.</td>
</tr>
<tr>
<td>Modesty Panel : Made of 25mm thick MDF one side laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top.</td>
</tr>
<tr>
<td>Under- structure: Made of 25mm thick MDF one side laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top.</td>
</tr>
<tr>
<td>Integrated Pedestal : Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Drawer fronts made of 25mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top. Pedestal construction is BOX-BOX-FILE type which Uses powder coated 400 MM long metal Panel Drawer Slides. Drawer extension is 325 MM. Drawers have a soft closing &amp; anti slam mechanism. Handles are provided for ease of opening. Pedestal is provided with lock for security.</td>
</tr>
<tr>
<td>Top Panel : Made of 25mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top.</td>
</tr>
</tbody>
</table>
| Slide Door Unit : Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shad confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping for body panels like side, bottom,back and shelves. Shutters PC 1
are made of 25mm thick MDF one side pre-laminate board with 0.4mm PVC membrane pressed on to top. Shutters have a soft closing & anti slam mechanism. Handles are provided for ease of opening. Storage is provided with lock for security.

**Back Unit:**
**Size:** 1650 mm (L) X 500 mm (D) X 750 mm (H)
Top Panel : Made of 25mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top.
Slide Door Unit : Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade, Edge banded with matching 2 mm thick PVC lipping for body panels like side, bottom, back and shelves. Shutters are made of 25mm thick MDF one side pre-laminate board with 0.4mm PVC membrane pressed on to top. Shutters have a soft closing & anti slam mechanism. Handles are provided for ease of opening. Storage is provided with lock for security.

**Note:** Variation of ± 5% in dimension is permitted.

<table>
<thead>
<tr>
<th>UNIT</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CODE-14</strong></td>
<td><strong>T A B L E   W I T H   S I D E   T A B L E   &amp;   D R A W E R</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Main Table with Return Unit:</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Main Desk Size:</strong> 1650 mm (W) x 700 (D) x 743 (H)</td>
</tr>
<tr>
<td></td>
<td><strong>ERU Size:</strong> 1000 mm (W) X 450 mm (D) X 743 mm (H)</td>
</tr>
<tr>
<td></td>
<td>Top shall be of 18 mm thickness made of PLT board with 2 mm Edge banding. Wenge and savannah Maple PLT board shall be used. The Under structure shall be in prelaminated panels made with PLT boards. 2 - Drawer and 3 - Drawer storage units with different combinations to support tops made with 18 mm PLT boards of different colours. Modesty and back panels made with 18 mm PLT boards. The pedestals / storages shall be fitted with necessary locks.</td>
</tr>
<tr>
<td></td>
<td><strong>Note:</strong> Variation of ± 5% in dimension is permitted.</td>
</tr>
</tbody>
</table>

**Note:** L=Length; W=Width; H=Height; D=Depth; SH=Seat Height

**Signature and seal of the Bidder**
**FINANCIAL INFORMATION**

Details to be furnished duly supported by figures in Balance Sheet/ Profit & Loss Account for the last three preceding years (Financial years) duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (copies to be attached).

<table>
<thead>
<tr>
<th>S No.</th>
<th>Details</th>
<th>Year ending 31st March</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Gross annual turnover in the similar works</td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>Profit (+) / Loss (-)</td>
<td></td>
</tr>
</tbody>
</table>

1. Income Tax Return  
2. Audited Account of the company for last three years  
3. Income Tax, PAN Details  
4. GST No.

This is to certify that to the best of my knowledge and belief, the aforesaid facts and figures are correct and in conformity with the books of accounts of the establishment.

Dated: Signature of Chartered Accountant  
with seal and membership number
DECLARATION

1. I, ____________________________ Son / Daughter of Shri ___________________ ----- 
Proprietor/Partner/CEO/MD/Director/Authorized Signatory of M/s. ____________________________ am competent to sign 
this declaration and execute this tender document.

2. Tender ref no: ____________________________ dt: __________. I have carefully read 
and understood all the terms and conditions of the tender and hereby convey my 
acceptance of the same.

3. The information/ documents furnished along with the above application are true 
and authentic to the best of my knowledge and belief.

4. I/we am/are well aware of the fact that furnishing of any false information/
fabricated document would lead to rejection of my tender at any stage besides 
liabilities towards prosecution under appropriate law.

5. Each page of the tender document and papers submitted by my Company is 
authenticated, sealed and signed, and I take full responsibility for the entire 
documents submitted.

Signature of the Authorized Person

Date: ____________________________

Full Name: ____________________________

Place: ____________________________

Company Seal: __________
UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT
(On Company / firm’s Letterhead)

I/We hereby confirm and declare that we, M/s --------------------------------------------, is not blacklisted/ Deregistered/ debarred by any Government funded department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services as on date.

Signature of the Authorized Person

Date: -----------------------------

Full Name: ----------------------------

Place: ----------------------------

Company Seal: -------------------
CERTIFICATE

I/we have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I/we hereby certify that this bidder is not from such a country and is eligible to be considered.

OR (whichever is applicable)

I/we have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I/we hereby certify that this bidder is from ________(Name of Country) and has been registered with the Competent Authority. I/we also certify that this bidder fulfils all the requirements in this regard and is eligible to be considered.

(Copy/ evidence of valid registration by the Competent Authority is to be attached with the bid document)

Signature of the Authorized Person

Date: -----------------------------

Full Name: ----------------------------

Place: ----------------------------

Company Seal: -------------
CERTIFICATE

I/we have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries and hereby certify that this bidder is not from such a country and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority.

OR (whichever is applicable)

I/we have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; I/we hereby certify that this bidder is from __________(Name of Country) and has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I/we also certify that this bidder fulfils all the requirements in this regard and is eligible to be considered.

(Copy/ evidence of valid registration by the Competent Authority is to be attached with the bid document)

Signature of the Authorized Person

Date: -----------------------------

Full Name: -----------------------------

Place: -----------------------------

Company Seal: -----------------------------
DECLARATION OF LOCAL CONTENT

(To be given on Company Letter Head – For tender value upto Rs.10 Crores)
(To be given by Statutory Auditor/Cost Auditor/ Practising Cost Accountant/ Practising Chartered Accountant for tender value in excess of Rs.10 Crores)

Tender No:…………………………………    Dated:………………………..……..

To
Chairperson
Purchase Committee
ABIF IIT Kharagpur, AGFE Department,
IIT Kharagpur Campus, P.O. Kharagpur Technology,
Paschim Medinipur, West Bengal, PIN: 721 302

Subject: Declaration of Local Content-reg.

1. Country of origin of Goods being offered:.................................................................

2. We hereby declare that items offered has ...............% local content.
   (Clarification for Local content calculation as per OM No: P-45021/102/2019-BE-II-Part (1) (E-50310), dated 4th March 2021 of Department of Promotion of Industry and Internal Trade, Ministry of Commerce and Industry, Govt. of India.)

3. The details of the location(s) at which local value addition is made are given in the below table;

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the item</th>
<th>Location(s) of local value addition</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

"Local Content" means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

Date:                                                                                     

Yours faithfully,

(Signature of the bidder, with Official Seal)
FINANCIAL BID FORMAT

Tender No.: IITKGP/ABIF/F&F/EQ/2022-23/01  
Dated: 16/02/2023

Tender for Supply and Installation of Furniture & Fixture with Five (05) years of warranty at ABIF IIT Kharagpur, Reg. Off. IIT Kharagpur Campus, Paschim Medinipur, Kharagpur, West Bengal - 721302.

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Qty</th>
<th>Unit Price without taxes (in Rs.)</th>
<th>Taxes Rs</th>
<th>Unit Price with Taxes (in Rs.)</th>
<th>Total Amount (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TABLE (CODE-01)</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Size: 1500 mm (L) X 750 mm (D) X 728 mm (H)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>CHAIR (CODE-02)</td>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Size: 76.10 cm (L) X 76.10 cm (D) X 98-108 cm (H) x 44-54 cm (SH)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>VISITOR CHAIR (CODE-03)</td>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Size: 76.30 cm (L) X 76.30 cm (D) X 89.50-100.50 cm (H) X 43.3-54.3 cm (SH)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>ALMIRAH (CODE-04)</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Size: 916 mm (W) x 1981mm (H) x 486 mm (D)</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>COFFEE TABLE (CODE-05)</td>
<td>1</td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Size: 1000 mm (W) X 650 mm (D) x 450 mm (H)</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>6</td>
<td>SOFA SET (3+1+1) (CODE-06)</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
|     | Size of 3 Seater: 206 cm (W) X 90.5 cm (D) X 85.5 cm (H) x 45 cm (SH).  
|     | Size of 1 Seater: 86 cm (W) x 92 cm (D) x 82 cm (H) x 45 cm (SH). |
| 7   | 4 DRAWER VERTICAL FILING CABINET (CODE-07) | 1   |                                  |          |                               |                       |
|     | Size: 1320 mm (H) X 470 mm (W) X 620 mm (D) |
| 8   | RACK (CODE-08)                       | 2   |                                  |          |                               |                       |
|     | Size: 1200 mm (W) X 300 mm (D) X 2078 mm (H) |
| 9   | CHAIR WITH FULL DESKLET (CODE-09)    | 48  |                                  |          |                               |                       |
|     | Size: 66.50 cm (L) X 89 cm (H) X 84 cm (D) X 47.5 cm (SH) |

Signature and seal of Bidder
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>&quot;U&quot; SHAP 19 SEATER TABLE WITH WIRE MANAGER (CODE-10)</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Size: 6250 mm (L) x 1800 mm (D) x 725 mm (H)</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>HIGH BACK CHAIR WITH ADJUSTABLE ARM AND BACK REST (CODE-11)</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Size: 761 mm (W) x 761 mm (D) x 1136-1311 mm (H) X 444-544 mm (SH)</td>
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<tr>
<td>12</td>
<td>MEDIUM BACK CHAIR WITH ADJUSTABLE ARM AND BACK REST (CODE - 12)</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td>Size: 761 mm (W) x 761 mm (D) x 1134-1309 mm (H) X 442-542 mm (SH)</td>
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<tr>
<td>13</td>
<td>&quot;L&quot; SHAP TABLE WITH LOW HT BACK UNIT (CODE-13)</td>
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<tr>
<td></td>
<td>L Shap Table Size: 1800 mm (L) X 2100 mm (D) X 750mm (H)</td>
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</tr>
<tr>
<td></td>
<td>Back Unit Size: 1650 mm (L) X 500 mm (D) X 750 mm (H)</td>
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<tr>
<td>14</td>
<td>TABLE WITH SIDE TABLE &amp; DRAWER UNIT(CODE-14)</td>
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<tr>
<td></td>
<td>Main Desk Size: 1650 mm (W) x 700 (D) x 743 (H)</td>
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</tr>
<tr>
<td></td>
<td>ERU Size: 1000 mm (W) X 450 mm (D) X 743 (H)</td>
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</tr>
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</table>

**TOTAL**

In words: Rupees _________________________________

**Note:**
1. As the project will be awarded on Turn Key Basis, the L-1 will be determined by the total all inclusive prices only.
2. Non-conformities between Figures and Words:
   a. If, in the price structure quoted for the required goods, there is discrepancy between the unit price and total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price shall be corrected accordingly;
   b. If there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and
   c. If there is a discrepancy between words and figures, the amount in words shall prevail.

**Signature of the bidder along with seal**
Checklist
(Bidder should fill up YES or NO without fail)

<table>
<thead>
<tr>
<th>S No</th>
<th>Bid Enclosures</th>
<th>Yes/ No</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Technical Bid (Envelope – A)</strong> contains the following documents</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Tender fee / Exemption Certificate</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>EMD / Exemption Certificate</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Technical Bid as per <strong>Annexure – V</strong> along with all supporting annexures, documents etc. as mentioned in the Tender document as per given sequence</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Signed Notice Inviting Tender (NIT) and corrigenda thereon, if any</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Any other supporting/ additional document/information</td>
<td></td>
</tr>
<tr>
<td><strong>Financial Bid (Envelope – B)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Price Bid (As per the format given at <strong>Annexure – XII</strong>)</td>
<td></td>
</tr>
</tbody>
</table>

Note: All pages of the bid documents must be serially numbered and signed.