

#### **NOTICE INVITING TENDER (E-Procurement mode)**

# भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान पुणे

#### INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH

An Autonomous Institution, Ministry of Human Resource Development, Govt. of India Dr. Homi Bhabha Road, Pashan Pune – 411008. Tel: +91-020-25898017; Email: purachse@iiserpine.ac.in Website: www.iiserpune.ac.in

Limited Tender No: IISER/PUR/0042/19

Date: 18/06/2019

Indian Institute of Science Education and Research, Pune invites online bid (e-tender) in single bid system for the following.

Item Description: Supply of Furniture

The Tender Document can be downloaded from Central Public Procurement (CPP) Portal https://eprocure.gov.in/eprocure/app and bid is to be submitted online only through the E-procurement portal up to the last date and time of submission of tender.

Critical Dates of Tender

Sr.No	Particulars	Date	Time
1	Date of Online Publication/Download of Tender	18/06/2019	18:00 Hrs.
2	Bid Submission Start Date	18/06/2019	18:30 Hrs.
4	Bid Submission Close Date	01/07/2019	15:00 Hrs.
6	Opening of Bids	03/07/2019	15:00 Hrs.

No manual bids will be accepted. All quotation should be submitted in the E-procurement portal only

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 0120-4200462, 0120-4001002, 91-8826246593.



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#### CHAPTER-1. INVITATION FOR BIDS

1. Indian Institute of Science Education and Research, Pune invites online bids (e-tender) in single bid system for <u>Supply of Furniture</u>. The Technical specifications are given in Chapter 4: Schedule of Requirements, Specifications and Allied Technical Details.

2. Contact for information:

Technical & Commercial contact: Assistant Registrar (Stores & Purchase) Indian Institute of Science Education and Research (IISER), Pune Dr. Homi Bhabha Road, Pashan Pune - 411 008, India Tel : +91-020-2590 8246 Email: purchase@iiserpune.ac.in Website : www.iiserpune.ac.in

- 3. Supply means: "Supply".
- 4. Submission of Bid:

Bid Submission Start Date:	18/06/2019 from 18:30 Hrs
Bid Submission Close Date:	01/07/2019 up to 15:00 Hrs.
Opening of Bids:	03/07/2019 at 15:00 Hrs.

- 5. No manual bids will be accepted. All quotation should be submitted in the Eprocurement portal only
- 6. The Offer should comprise of the following:
  - (i) The offer should be complete to indicate that all products and services asked for are quoted.
  - (ii) The purpose of certain specific conditions is to get or procure best Item/service etc. for IISER, Pune. The decision of Purchase Committee shall be the guiding factor for selection of the responsive firms.
  - (iii) Duly filled in Bid with proper seal and signature on each page of the bid should be submitted online and the same should accompany with complete specifications, Manufacturer's name, address and relevant Technical Literature / Brochures with warranty Terms.
  - (iv) Agreements / Purchase Orders / Completion certificates if any, for similar works in other Institutes, the details of such supplies for the preceding



three years should be given together with the prices eventually or finally paid.

- (v) Copy of GST No. and PAN Number allotted by the concerned authorities. If registered with the National Small Industries Corporation, the registration number, purpose of registration and the validity period of registration and a copy of NSIC registration wherever it is applicable should also be provided in bid.
- (vi) The prices should be shown against each item for the purpose of Insurance claims / replacements if any.
- (vii) Compliance sheet with any deviation with reference to the terms and specifications.
- (viii) The item should be supplied with manuals and the manuals including technical drawings should be complete in all respects to operate without any problem.
- (ix) Duly filled in checklist as per Chapter 6 should be submitted along with tender.
- (x) The Bidders are requested to quote for Educational Institutional Price for Item's, since we are eligible for the same

Note : IISER , Pune is requesting only Single Bid (Technical Specification and Price together) the Bidders must be extremely careful about the requirement mentioned in the tender and submit their quotes accordingly. Any shortfalls found during the tender evaluation such bids will be rejected without seeking any further clarifications from the bidders. Since it is a single bid any further clarification will cause/draw objections from other bidders.

# All the bidders should quote their offer as per "Chapter - 5 Price Schedule" for uniformity.

#### 7. Purchase Committee

The Purchase Committee will evaluate the tenders and may also nominate some external/expert members, in the interest of IISER, Pune.

#### 8. Terms of the Purchase Committee

(i) A committee duly constituted by the Director, IISER, Pune will go through the bids and recommend firms that are meeting all the specifications of



the Tender. The recommendation/decision of the purchase committee is the final and binding on all the parties.

- (ii) Purchase Committee will proceed through Bids as defined in <u>Chapter 4</u> (Schedule of requirements, specifications and allied <u>technical</u> <u>details</u>), in order to determine whether they are substantially responsive to the requirements set forth in the tender. In order to reach such a determination, IISER, Pune will examine the information supplied by the Bidders, and shall evaluate the same as per the specifications mentioned in this tender.
- (ii) The purchase committee may formulate evaluation criteria in addition to the specifications and requirements indicated in the tender, in the interest of IISER, Pune.

#### 9. **Comparison of Responsive bids:**

- (i) After opening the bids, the responsive offers will be tabulated with reference to the specification.
- (ii) After arriving at final pricing of individual offers of all the short listed firms, the lowest firm will be awarded with Contract/Purchase Order subject to availability of funds.
- 10. No request for extension of due date will be considered under any circumstances.
- 11. No sub-contracting is allowed with regard to installation, warranty maintenance and after sales service.
- 12. The Director, IISER, PUNE reserves the right to accept the offer in full or in parts or reject summarily or partly.



## CHAPTER-2 : INSTRUCTIONS TO BIDDERS

#### **Delivery Period / Timeliness**

The deliveries & installation must be completed **within 45 days**, after placement of purchase order. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet these expectations, as are tightly linked to IISER, PUNE's plans of completing the project within the time frame.

#### Locations for the Supply / Services:

The **SUPPLY of Furniture** covered by this document is required to be done at IISER, Pune.

#### 1. Eligible Bidders:

- 1.1 IISER, PUNE reserves the right to award / reject the order to any particular bidder without assigning any reason thereof.
- 1.2 Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices.
- 1.3 Bidders should QUOTE strictly in accordance with the requirements.
- 1.4 Bidders shall adhere to the procedure and processes laid down in this document and shall follow fair and ethical practices of trade.
- 1.5 Based on the list of installations provided by the bidder, IISER, PUNE will have its option to obtain details of the installations, their performance, after sales services etc. for evaluation of the tender, directly from the concerned organizations
- 1.6 Firms which have already supplied to IISER, PUNE and have not completed required installation/after sales service/warranty replacements etc. such firms offers will not be considered for further evaluation and no enquiries thereafter will be entertained.
- 1.7 Conditional Offers will not be considered.
- 1.8 IISER, PUNE will not provide any accommodation/transportation for the engineers/ representatives for attending installation. It is the absolute responsibility of the supplier to make their own arrangements.
- 1.9 The authorized person who signs the tender is required to indicate his email ID, mobile No. and also general e-mail ID for easy and faster communication.



#### 2. Amendment of Bidding Documents

At any time prior to the deadline for submission of bids, IISER, PUNE may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder may modify the bid document.

#### PREPARATION OF BIDS

#### 3. **Period of validity of bids**

- 3.1. Bids shall be valid for a period of **90 days** from the date of opening the bid.
- 3.2. IISER, PUNE may ask for the bidder's consent to extend the period of validity. Such request and the response shall be made in writing only. A bidder agreeing to the request for extension will not be permitted to modify his bid.

#### AWARD OF CONTRACT

#### 4. Award Criteria

- 4.1 IISER, PUNE shall award the contract to the technically eligible lowest bidder.
- 4.2 If more than one bidder happens to quote the same lowest price, IISER, PUNE reserves the right to award the contract to more than one bidder or any bidder.

#### 5. **Purchaser's Right to vary Quantities at the time of Award**

IISER, PUNE reserves the right at the time of award of Contract to increase or decrease the quantity of items specified in the Schedule of Requirements without any change in price or other terms and conditions.

#### 6. **Corrupt or Fraudulent Practices**

IISER, PUNE requires that the bidders who wish to bid for this project have highest standards of ethics.



- 6.1. IISER, PUNE will reject a bid if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices while competing for this contract.
- 6.2. IISER, PUNE may declare a vendor ineligible, either indefinitely or for a stated duration, to be awarded a contract if it at any time determines that the vendor has engaged in corrupt and fraudulent practices during the execution of contract

#### 7. Interpretation of the clauses in the Tender Document / Contract Document

In case of any ambiguity / dispute in the interpretation of any of the clauses in this Tender Document, **Director, IISER, PUNE's interpretation of the clauses shall be final and binding on all parties** 



## **CHAPTER - 3 : CONDITIONS OF CONTRACT**

#### 1. Price

- 1.1. The price quoted shall be considered firm and no price escalation will be permitted.
- 1.2. The price criteria should be on F.O.R., IISER PUNE. Govt. Levies like GST. if any, shall be paid at actual rates applicable on the date of delivery. Rates should be quoted accordingly giving the basic price, GST, if any.
- 1.3 The rate of GST applicable to IISER Pune is 5% for the items procured for Research purpose as per Notification No. 45/2017-Central Tax (Rate) New Delhi, 14th November, 2017 and Notification No. 47/2017-Integrated Tax (Rate) New Delhi, 14th November, 2017
- 1.4 Please provide GST of the firm allotted by the concerned authorities in your quotation.

#### 2. Services

2.1. Details of services rendered as well as after-sales services offered by you are to be made clear in the tender.

#### 3. **Delivery Schedule**

- 3.1. The bidders may please note that the delivery of the item should be strictly within 45 days from the date of placement of firm order.
- 3.2. Goods should not be dispatched until the Vendor receives a firm order.

### 4. Warranty / Support

- 4.1. The items covered by the schedule of requirement shall carry minimum **Three years of comprehensive warranty** from the date of acceptance of the item by IISER, PUNE. Warranty shall include free maintenance of the whole item supplied including free replacement of parts. The defects, if any, shall be attended to on immediate basis but in no case any defect should prolong for more than 7 working days. The comprehensive warranty includes onsite warranty with parts.
- 4.2. The defects, if any, during the guarantee/warranty period are to be rectified free of charge by arranging free replacement wherever necessary. This includes cost, insurance, freight, GST duties if any should be borne by the beneficiary. A clear confirmation should be given for this item.



4.3. The warranty on the associated software should cover providing of upgraded version/s, if any, released during the warranty period free of cost.

#### 5. Indemnity

The vendor shall indemnify, protect and save IISER, PUNE 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 item's supplied by him.

#### 6. Freight & Insurance

The item's to be supplied will be insured by the vendor against all risks of loss or damage from the date of shipment till such time it is delivered at IISER, PUNE site.

7. Payment

PAYMENT TERMS-No advance payments are allowed under any circumstances.

Payment will be made directly to the suppliers by RTGS/NEFT after receipt of the goods, tested /inspected and found satisfactory with regard to quality, quantity, and specifications ordered for and after satisfying that the terms and conditions of supply have been fulfilled.

#### 8. **Penalty for delayed Services / LD**

- 8.1. As time is the essence of the contract, Delivery period mentioned in the Purchase Order should be strictly adhered to. Otherwise the IISER will forfeit EMD/SD and also LD clause will be applicable /enforced.
- 8.2. If the supplier fails to Supply, Install as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 1% of order value per every week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.
- 8.3. IISER, PUNE reserves the right to cancel the order in case the delay is more than 10 weeks. Penalties, if any, will be deducted from the Security Deposit.

#### 9. Jurisdiction

The disputes, legal matters, court matters, if any, shall be subject to Pune Jurisdiction only.



#### 10. Force Majeure

IISER, PUNE may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that the delay, in performance or other failure to perform its obligations under the Contract, is the result of a Force Majeure.

Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of God (like earthquakes, floods, storms etc.) acts of states, the direct and indirect consequences of wars (declared or undeclared) hostilities, national emergencies, civil commotion and strikes at successful Bidder's premises.

#### 11. Arbitration

All disputes of any kind arising out of supply, commissioning, acceptance, warranty maintenance etc. shall be referred by either party (IISER, PUNE or the bidder) after issuance of 30 days notice in writing to the other party clearly mentioning the nature of dispute to a single arbitrator acceptable to both the parties. The venue for arbitration shall be IISER, PUNE India. The jurisdiction of the courts shall be Pune, Maharashtra, India.

Assistant Registrar (Stores & Purchase)

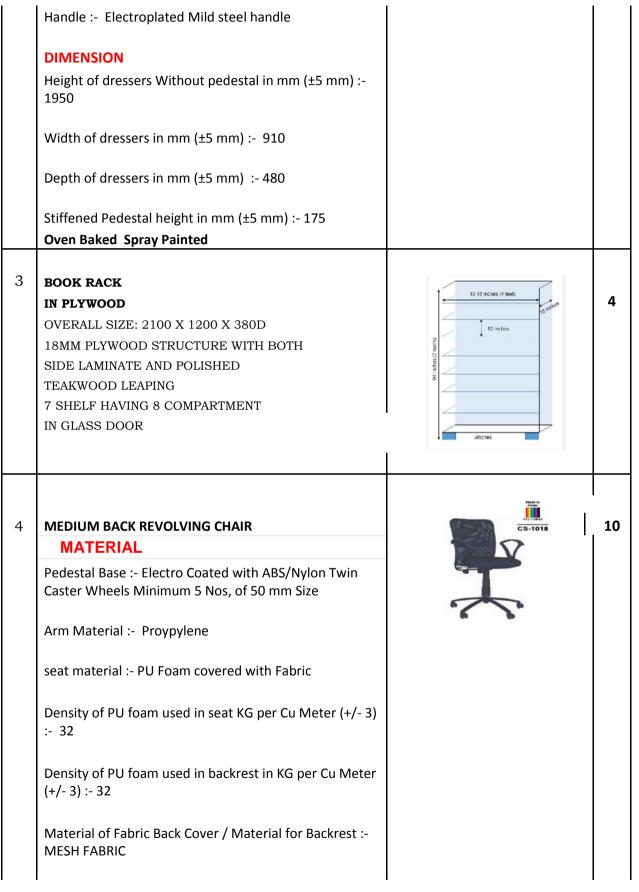


## CHAPTER 4

#### SCHEDULE OF REQUIREMENTS, SPECIFICATIONS & ALLIED TECHNICAL DETAILS

	DETAILS		
SR. NO			
	DESCRIPTION	IMAGE	QTY
1	PIGEION HOLE CUPBOARD 6 LOCKER		2
	Material :- M.S sheet conforming to commercial quality CR- 1,Grade 340 of IS 513:2008 (reaffirmed 2013)(Fifth Revision)Amdt. no.1		
	Sheet Thickness of body, back shelves and pedestal (mm)(+/- 5%) :- 1		
	Sheet Thickness of door (mm)(+/- 5%) :- 0.8		
	Handle :- Electroplated Mild steel handle		
	DIMENSION		
	Height of dressers Without pedestal in mm (±5 mm) :- 1950		
	Width of dressers in mm (±5 mm) :- 910		
	Depth of dressers in mm (±5 mm) :- 480		
	Stiffened Pedestal height in mm (±5 mm) :- 175 <b>Oven Baked Spray Painted</b>		
		1 1	
2	PIGEION HUL CUPBOARD 4 LOCKER		2
	Material :-M.S sheet conforming to commercial quality CR- 1,Grade 340 of IS 513:2008 (reaffirmed 2013)(Fifth Revision)Amdt. no.1		
	Sheet Thickness of body, back shelves and pedestal (mm)(+/- 5%) :- 1		
	Sheet Thickness of door (mm)(+/- 5%) :- 0.8		







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	Material of Fabric of Seat Cover :- 100% polyester fabric	
	GSM/Thickness of fabric ±5%(Gram/Square meter) :- 220 gram	
	DIMENSION	
	Overall Chair Height ±15mm :- 990	
	Backrest Height ±15mm :- 600 millimeter	
	Backrest Width ±10mm :- 440 millimeter	
	Seat Height ±15 mm :- 520	
	Seat Width ±10 mm :- 440	
	Seat Depth ±10 mm :- 440 millimeter	
	Thickness of M S Plate Joining the under structure with Seat :- 0 millimeter	
	Thickness of Plywood used in Seat ±1(mm) :- 12 mm	
	Thickness of Plywood used in Backrest ± 1(mm) :- N.A	
	Padestal Size (Diameter in mm) +/- 10 mm :- 715	
	Thickness of Polyurethane Foam Used in Seat in mm (+/- 2 mm) :- 25MM	
	Thickness of Polyurethane Foam Used in Backrest IN MM (+/- 2 MM) :- 25MM	
5	SLOTTED ANGLE RACK	4
	Shelves Material :- 1.0 mm Thick MS Sheet Conforming to Commercial Quality CR-1, Grade 340 of IS 513	
	M S Sheet Thickness of Shelves and Back (Minimum) in mm :- 1.0	

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	Sides, Back and Partition Wall Thickness (Minimum) (mm) :- NA	
	Angle Posts Material and size :- Rolled steel angle posts of 40 X 40 X 2 mm	
	DIMENSION	
	Depth in mm (±5 mm) :- 300	
	Width in mm (±5 mm) :- 915	
	Height in mm (±5 mm) :- 1905	
	Bin Strip Height in mm (±1 mm) :- 75 Oven Baked Spray Painted	
a)	SLOTTED ANGLE RACK	2
	MATERIAL	
	Shelves Material :- 1.0 mm Thick MS Sheet Conforming to Commercial Quality CR-1, Grade 340 of IS 513	
	M S Sheet Thickness of Shelves and Back (Minimum) in mm :- 1.0	
	Sides, Back and Partition Wall Thickness (Minimum) (mm) :- NA	
	Angle Posts Material and size :- Rolled steel angle posts of 40 X 40 X 2 mm	
	DIMENSION	
	Depth in mm (±5 mm) :- 400	
	Width in mm (±5 mm) :- 915	
	Height in mm (±5 mm) :- 1275	
	Bin Strip Height in mm (±1 mm) :- 75 Oven Baked Spray Painted	



#### 6 **OFFICE STOREWELL**

Material :- M S Sheet conforming to Quality Grade D of IS:513/2008 with amend. no. 1 (Not as per IS 3312)

Material of Almirah Doors :- M S Sheet

Sheet Thickness of Locker :- N.A

Length of Glass Sheet ±10 (mm) :- N.A

Width of Glass Sheet ±10 (mm) :- N.A

Sheet Thickness of door in mm :- 0.8 mm (Minimum)

Sheet Thickness of sides, back , Top and Bottom :- 0.8 mm (Minimum)

Sheet Thickness of Shelves :- 0.8 mm

Sheet Thickness of Pedestal in mm :- 1.0 mm

Material of Lock :- lock having made of steel with zinc plated finish having brass levers and MAZAK / ZAMAK bolts having zinc plated finish along with MAZAK / ZAMAK handle

Material of Keys :- keys made of MAZAK / ZAMAK having nickle plated finish

#### DIMENSION

Height (Without Pedestal) (in mm) (+/- 10 mm) :- 1800

Width in mm (± 7 mm) :- 910 millimeter

Depth in mm (±5 mm) :- 455 millimeter

Inside Height of Locker in mm (± 5 mm) :- N.A

Inside Width of Locker i mm (±5 mm) :-N.A

Inside Depth of Locker in mm (±5 mm) :- N.A



1



	Width of Stiffner in mm (±5 mm) :- 125MM		
	Thickness of MS Sheet of Stiffner (in mm) :- 0.8MM		
	Stiffened Pedestal height in mm (±2 mm) :- 120		
	Pedestal Width in mm (±2 mm) :- 70		
	Oven Baked Spray Painted		
7	TABLE		1
	DIMENSION		
	Length of Table Top ±10(mm) :- 900 millimeter		
	Depth of Table Top±10(mm) :- 600 millimeter	ACTION - 500 Size : 500 x 600 x 750 mm H	
	Height of Table Top±10(mm) :- 750 millimeter		
	Width of the storage unit ±10(mm) :- 400 millimeter		
	Depth of storage unit±10(mm) :- 485 millimeter		
	Height of smallest storage unit ±5(mm) :- 150MM		
	Height of medium storage unit ±5(mm) :- N.A		
	Height of largest storage unit ±5(mm) :- N.A		
	MATERIAL		
	Table Top material and thickness ±3mm :- 25mm thickness three layer pre-laminated Particle boards (Wood Product) of grade II Type II of IS 12823 Latest		
	Gable end and modesty panel material and thickness :- 18 mm thickness three layers pre-laminated Particle boards (Wood Product) of grade II Type III of IS 12823 Latest		

Note: L1 bidder has to submit sample of each item.



#### **CHAPTER-5 PRICE SCHEDULE**

#### PRICE SCHEDULE FOR GOODS - INR

Name of the Bidder \_\_\_\_\_

Tender No.

1	2	3	4	5	6	7	8	9	10	11	12
SI. No	Item Descriptio n	Countr y of Origin	Qty	Unit	Ex-Works. Ex- Warehouse, Ex-show room off the shelf price (inclusive of tax already paid)	Total price Ex-Works. Ex-Warehouse, Ex-show room off the shelf price (inclusive of tax already paid) 4x6	GST payable, if contract is awarded	Packing & forwarding up to station of dispatch, if any	Charges of inland transport ation, insurance up to Institute	Installati on, Commis sioning & training charges, If any.	Gross Total( FOR)
1											
2											
3											

Total Bid price in		in words.
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Signature of Bidder :

:

Name

#### Note:

The cost of optional items shall be indicated separately.

The bidder may add rows to include the prices of all components & warranties, installation etc. whichever applicable.

(a)Cost of spares \_\_\_\_\_

(b)Warranty if being charged include in BoQ



# CHAPTER – 6 : Checklist: Eligibility Criteria for Bidders

Bidders to indicate whether the following are enclosed by striking out the non-relevant option.

(a)	Self Attested copy of GST number as applicable	(Yes / No)
(b)	Agreements / Purchase orders / Completion certificates, if any, from the clients for whom similar supply has been made by the bidder in last three years	(Yes / No)
(c)	Compliance sheet with any deviation w.r.t. the terms	(Yes / No)
(d)	LD clause agreeable.	(Yes / No)
(e)	Acceptance of warranty period and Free replacements during warranty period	(Yes / No)
(f)	Deviation Sheet to be Attached	(Yes / No)



#### **IMPORTANT NOTICE**

TENDERERS RESPONDING TO THIS ENQUIRY SHALL BE DEEMED TO BE AGREEABLE TO THE TERMS AND CONDITIONS HEREIN CONTAINED. THESE TERMS AND CONDITIONS SHALL BE BINDING ON THE SUCCESSFUL TENDERER.CONDITIONAL TENDERS ARE LIABLE TO BE REJECTED. IISER PUNE WILL PROCESS THE TENDER AS PER IISER PUNE STANDARD PROCEDURES. THE DIRECTOR OF THE INSTITUTE RESERVES THE RIGHT TO REJECT ANY OR ALL OR PART OF TENDER WITHOUT ASSIGNING ANY REASON AND SHALL ALSO NOT BE BOUND TO ACCEPT THE LOWEST TENDER. IISER PUNE WOULD NOT BE UNDER ANY OBLIGATION TO GIVE ANY CLARIFICATIONS TO THE AGENCIES WHO'S BIDS ARE REJECTED.

I agree to all terms and conditions mentioned in the tender document of the Institute

Signature of the Tenderer