



NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textile, Govt. of India)

INVITING E-TENDER (TWO BID) FOR PROCUREMENT OF FURNITURES AT NIFT, BHUBANESWAR, Plot No. 24, Opposite KIIT SOM, Chandaka Industrial Estate, Bhubaneswar, Odisha – 751024, website www.nift.ac.in/bhubaneswar

Tender No: 14077/NIFT/ BBSR/Admin/Tender/2018-19/92

Date of issue: 04.04.2019

Time schedule for short notice tender process:

Date of publication of tender notification	04.04.2019
Opening date for online submission	04.04.2019
Closing date for online submission	25.04.2019 at 2:00 PM
Last date for receipt of duly filled in tender document at NIFT, Bhubaneswar	25.04.2019 at 2:30 PM
Date & time of the opening of technical bids of tender	25.04.2019 at 3:30 PM
Date & time of the opening of financial bids of tenders	To be informed to technically qualified bidders separately

Note: 1. E-Tender conditions may be read properly & accordingly filled the e-tender and enclosure may be submitted.

Note: 2. This e-tender document contains 27 pages (total no. of pages including Annexure) and bidders are requested to sign on all the pages. The e-tender should be submitted in two separate sealed envelopes superscripted with (i) "E-Tender for procurement of "Furnitures"- Technical Bid" and (ii) "E-Tender for procurement of "Furnitures"-Financial Bid". The 2 covers duly sealed (i.e. Technical Bid & Financial Bid) should thereafter be kept in third cover & sealed. This cover should also be super scribed with "E-Tender for procurement of "Furnitures" and addressed to:

Purchase Officer
National Institute of Fashion
Technology, NIFT Campus,
Bhubaneswar - 751024

The EMD draft should be put in the Technical bid envelope.

NIFT CAMPUS, Plot No.24, Opposite KIIT School of Management, Chandaka Industrial Estate, Bhubaneswar , ODISHA – 751024. Tele No. – 0674-2305700, Fax – 0674-2305710, Website: www.nift.ac.in/bhubaneswar.

Process of Online Submission of Bids:-

(a) The interested firms should apply online and submit their e-tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – on the <https://nifttenders.eproc.in> from **04.04.2019 to 25.04.2019 up to 02.00 P.M.** Tender documents is also available for viewing on the “tenders” link of the NIFT website i.e. <https://nifttenders.eproc.in> / <http://www.nift.ac.in>.

(b) Applications to this e-tender will be accepted only through the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted.

(c) For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in> by paying:

- Annual Registration Charges of **Rs. 2000/-** + GST Charges Extra as per Applicable (Rupees Two Thousand Only + GST Extra (non-refundable).
- Bid Processing Fee charges **Rs.778/-** + GST Charged Extra as per Applicable (Seven hundred seventy eight only + GST Extra - non- refundable).

(d) The Firm should ensure that it complies with the requirements as per works before applying for tender. Also, the interested Firms should submit a hard copy of the application submitted online with all relevant supporting documents by **25.04.2019 up to 02.30 P.M.** Non-submission of hardcopy as directed will lead to rejection of the tender application.

(e) The technical bid envelope must contain the technical bid in prescribed Performa as per along with a demand draft of **Rs. 20,000/-** (Rupees twenty thousand only) towards Earnest Money Deposit (refundable but non-interest bearing) favoring National Institute of Fashion Technology and payable at Bhubaneswar with all relevant documents in support of eligibility and experience criteria. The financial bid envelope must contain only the financial bid.

(f) The technical bid will be opened at NIFT, Bhubaneswar on **25.04.2019 at 03.30 P.M.** in the presence of the bidders/ their authorized representatives who wish to be present. The Financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.

(g) The interested firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect shall be summarily rejected.

Estimated Amount: Rs **9.73 lakhs**

1. INTRODUCTION:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 16 centers. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Raibareli, Shillong and Srinagar.

About the Campus

NIFT, Bhubaneswar Campus was started in July 2010 initially in a rented complex at Centurion Institute of Technology at Jatni, 30 KM from the city of Bhubaneswar. Now, it is functioning at its own campus spread over 10 acres of land near KIIT School of Management, Patia after shifting from Jatni from Jan 2012. The centre was inaugurated on 31st March 2012 by Shri. Anand Shrama, Hon'ble Minister of Commerce & Industry and Textiles, Govt. of India and Shri. Naveen Patnaik, Hon'ble Chief Minister, Odisha.

NOTICE INVITING TENDER (NIT):

NIFT, Bhubaneswar invites sealed e-tenders under two bid system for **“Procurement of Furnitures”** as per the quantity and specification mentioned in schedule of requirement and in price bid. The bidder has to quote for all the items of Annexure VI. A copy of tender bids duly-filled in all respects enclosing necessary documents may either be sent to **The Director, National Institute of Fashion Technology, Bhubaneswar – 751024**, or be dropped in the tender box placed at Administration Section of NIFT Bhubaneswar so as to reach on or before **2:00 PM on 25.04.2019**.

NIFT is registered with the Department of Scientific and Industrial Research (DSIR) and are eligible for exemption from payment of customs duty in terms of Govt. of India notification No. 51/96-customs dated 23rd July 1996 and exemption from payment of excise duty in terms of Govt. notification No. 10/97 – Central Excise dated 01st March 1997 as amended from time to time. Hence the bidder should be original manufacturers or their Indian agents/authorized dealer for the supply of items of reputed/popular brand. The suppliers shall indicate the details of Central Excise registration, Export/ Import license details in case of original manufactures /foreign manufactures/ suppliers.

1. SCHEDULE OF REQUIREMENTS:

This NIT is for procurement of the following items with the specification and quantities mentioned against each:-

“Procurement of Furniture items”

SL. No.	Item name	Specifications	Unit	Quantity
1	Computer table	Computer Table of size 1200mm(W) X 600mm(D) X 750mm(H). It should have work top made up of 18mm thick Pre-laminated particle board of grade II with approved laminate and finish as per approved shade. The top profile shall be in rectangle shape and the edges shall be sealed with 2mm thick thin strip of impermeable PVC that is cut to fit the board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius. The top board shall be supported on fixed pedestal at one end and fixed CPU unit at another end. The table shall be clad with 18mm thick modesty panel which provide structural support for the table. It should be 18mm thick pre-laminate particle board connected with both end. Key-board tray shall be provided 18mm thick pre-laminated particle board with an overall size 550mm X 350mm. The tray shall be operated by sliding channel runs on nylon roller to smooth operation. Fixed pedestal shall be provided at one side with the size 335mm X 470mm X 725mm having 3 drawer operated on sliding channel and 1 filing drawer having operated on ball bearing	Nos	35

		channel. All drawer shall be operated with SS handle with multipurpose (MP) locking mechanism. Openable storage shall be provided at another side with the size 294mm X 450mm X 725mm having one adjustment shelf to accumulate CPU. Complete understructure made in 18mm thick Pre-laminated particle board with appropriate edge banding and drawer base shall be 9mm thick. To protect the wall from kicks, abrasion and serve as a decorative moulding skirting shall be provided at bottom. The board used should meet international standards of quality and safety, Indian standard grade II should meet long time loadbending, screw-withdrawal strength, modulus of rupture and modulus of elasticity bending tested.		
2	Executive office table	<i>Executive office table in completely knock down conditions with an overall size 2000mm X 1880mm X 750mm that is to be assembled at site. The worktop shall have the combination of 18mm thick PLPB and 25mm thick MDF board. The top shall have the size 2000mm X 980mm made up of 18mm thick Pre-laminated particle board of grade II with approved laminate and finish as per approved shade. The base top shall have the size 2000mm X 900mm made up of 25mm thick Medium density fibre-board with deco painted. The table top profile shall be in roundable shape and the edges shall be sealed with 2mm thick thin strip of impermeable PVC that is cut to fit the size of board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius. The base top MDF board shall be half round post form edges with groove. The table shall be clad with modesty panel which provide structural support for the table. It should be 1mm thick CRCA powder coated star perforated sheet connected with both end. The table shall be supported on board base leg and</i>	Nos	04

		<p>100mm peg. The leg shall have the cross-section area 100mm X 100mm. There shall be buffers provided to avoid scratches on the floor. The table shall have side unit for storage purpose with an overall size 900mm X 450mm X 530mm. The side unit shall be made up of Pre-laminated particle board of grade II of IS 12823 with drawer base 9mm thick, top 25mm thick and other parts 18mm thick like shutter, back, facia, side panel etc. It shall have sliding door shutter operated with the assistance of SS handle and sliding rail track and locking mechanism. It shall be mounted over 75mm Peg. A fixed pedestal shall be provided with an overall size 400mm X 600mm X 530mm. The pedestal shall be made up of Pre-laminated particle board of grade II. Pedestal side, back, facia shall be 18mm thick, top 25mm thick and drawer base 9mm thick. The pedestal shall have 3 nos. of drawer having same size. The drawer shall be operated with SS handle and easily close & open with the assistance of sliding channels to enable smooth operation. The drawer shall have central locking mechanism in which all the drawer shall be synchronized locked with one single key. The pedestal shall be mounted over 75mm Peg. The board used should meet International Standard of quality, Indian standard grade II should meet long time load bending, screw-withdrawal strength, modulus of rupture and modulus of elasticity bending tested .</p>		
3	Conference Chair	<p>High back chair with ergonomic design, comfortable & aesthetically appealing. The seat and back shall be made up of 15mm and (12+6)mm thick hot pressed commercial plywood padded with high resilience polyurethane foam 50mm thick having density 40kg/m³ in seat and 30mm thick having density 32kg/m³. The same shall be upholstered with</p>	Nos	15

		<p><i>fabric air mesh tapestry 0.9mm thick and 300 GSM and Jute fabric tapestry 1mm thick and 300 GSM. The backrest of the chair shall be made by keeping the natural curvature of the spine with lumbar support. The seat and back shall be arrested together with 50-60µ thick powder coated HR steel spine and the armrest shall be used adjustable polyurethane arm with PP base completely joint with seat. For seating durability the chair shall have synchro tilt 360 degree revolving mechanism with upright position locking and tilt tension adjustment. The pneumatic seat height adjustment for healthy seating user can adjust seat height up to 100mm with BIFMA standard class-3 gas-lift to suite tham using the lever under the seat. The gas-lift mechanism should be tested as per ANSI/BIFMA X5.1-2011 standard. The pedestal should have five legged injection moulded in 30% glass filled black nylon having pitch circle Dia. 700 mm fitted with 5 nos. twin wheel castors. The castors of the chair should be injection moulded in black nylon 30% glass filled, tested to perform 98,000 cycles with 250lbs load. The seat size shall be 485±10mm(W) X 500±10mm(D) and back size shall be 725±10mm(H) from seat & overall height = 1190±10mm.</i></p>		
4	3 seater sofa	<p><i>3 seater sofa that shall be constructed from natural hard wood and commercial plywood having inner frame. The thickness of the wood should allow for the heavy tension webbing. The sofa shall have spring attached and also be padded separately. The frame shall be padded with high resilience polyurethane foam having density 40Kg/m³ in seat and 32Kg/m³ in back. There shall be cushion arm provided padded with high resilience polyurethane foam having density 40Kg/m³. The base of the arm shall have frame having cross-section area 70mm X 10mm. The structure shall be upholstered with leatherite tapestry 1±0.2 mm thick and 535 GSM. The understructure shall consist of SS loop leg having cross-section area 70mm X 10mm. There shall be shoe provided at the bottom to avoid scratches on the floor. The seat size shall be 535±10</i></p>	Nos	04

		<i>mm(D) X 1630±10 mm(W), seat height = 435±10 mm, overall width = 1805±10 mm, overall depth = 990±10 mm & overall height = 825±10 mm.</i>		
5	2 seater sofa	<i>2 seater sofa that shall be constructed from natural hard wood and commercial plywood having inner frame. The thickness of the wood should allow for the heavy tension webbing. The sofa shall have spring attached and also be padded separately. The frame shall be padded with high resilience polyurethane foam having density 40Kg/m³ in seat and 32Kg/m³ in back. The sofa shall be supplied with high resilience PU armrest. The complete structure shall be upholstered with leatherite tapestry 1±0.2 mm thick and 571 GSM. The structure shall be covered with MSERW round pipe frame having dia. 19.05mm with 1.6mm thick. It should have MS leg having round pipe of dia. 25.4mm with 1.6mm thick welded together with main frame. There shall be shoe provided at the bottom to avoid scratches on the floor. The seat size shall be 530±10 mm(D) X 1050±10 mm(W), seat height = 440±10 mm, overall width = 1475±10 mm, overall depth = 760±10 mm & overall height = 860±10 mm.</i>	Nos	02
6	1 seater sofa	<i>Single seater sofa that shall be constructed from natural hard wood and commercial plywood having inner frame. The thickness of the wood should allow for the heavy tension webbing. The sofa shall have spring attached and also be padded separately. The frame shall be padded with high resilience polyurethane foam having density 40Kg/m³ in seat and 32Kg/m³ in back. The sofa shall be supplied with high resilience PU armrest. The complete structure shall be upholstered with leatherite tapestry 1±0.2 mm thick and 571 GSM. The structure shall be covered with MSERW round pipe frame having dia. 19.05mm with 1.6mm thick. It should have MS leg having round pipe of dia. 25.4mm with 1.6mm thick welded together with main frame. There shall be shoe provided at the bottom to avoid scratches on the floor. The seat size shall be 530±10 mm(D), seat height =</i>	Nos	04

		440±10 mm, overall width = 1475±10 mm, overall depth = 760±10 mm & overall height = 860±10 mm.		
7	Visitor chair	<p>Visitor chair with ergonomically designed for user comfort. The seat and back shall be made of 15mm thick hot pressed commercial plywood with HR polyurethane foam 50mm thick having density 40kg/m³ in seat and 25mm thick having density 32kg/m³ in back. The same shall be upholstered with leatherite tapestry 0.8mm thick and 535 GSM. The seat and back shall be arrested together with CRCA pipe frame and the armrest shall be used cushion arm mounted on PP armrest. The frame shall be cantilever support type made up of MS/CRCA powder coated round pipe of Dia. 28mm with 2mm thick. There shall be co-polymer polypropylene shoe provided at the base to avoid scratches on the floor. The seat size shall be 500±10 mm(W) X 490±10 mm(D) and back size shall be 510±10 mm(H) from seat & overall height = 945±10 mm.</p>	Nos	14
8	Conference table 12 seater	<p>Conference table in completely knock down conditions with an overall size - 5400mm(L)X1800mm(W)X750mm(H) that is to be assembled at site. The work top shall have 25mm thick Pre Laminated Particle Board in C shapes at both the ends and rectangular in between. The C shaped work top should have a radius of 900mm. The rectangular work tops should be of 1800mm X 600mm. There should be two rectangular tables on both the sides and C shaped tables at both the ends. There should be a gap of 600mm between both the rectangular tables. The legs and panels should be of 18mm thick Pre Laminated Particle Boards. All Pre Laminated Particle Boards should be of grade - II with approved laminates and finish. All the edges should be sealed with 2mm thick strip of impermeable PBC that is cut to fit the size of board panel & duly pasted with the assistance of edge binding machine at 200 degree celcius. There shall be buffers provided to avoid scratches on the floor. The board used should meet</p>	Nos	01

		<i>international standard of quality, Indian standard grade - II should meet long time load bending screw withdrawal strength, modulus of rupture and modulus of elasticity bending tested.</i>		
--	--	---	--	--



2. **TECHNICAL QUALIFICATION CRITERIA:**

The tenderer must fulfill the following eligibility conditions:

1. Manufacturers of the items or their dealers or suppliers are eligible to apply.
2. Technical qualification will be determined by the board on seeing the design & catalogue as per specification submitted alongwith tender. Material & size specification to be mentioned alongwith design.
3. Tenderer's sales turnover should not have less than **Rs.50 Lakhs** per annum for the last two years in the sale of said and related items or should have more than 1 crore together. (Documentary proof to be attached).
4. The tenderer firm should possess PAN Number and should have all the necessary registrations viz. registrations under VAT, GST, CST, Service Tax, Sales Tax /Excise Duty in case of manufacturers etc. (enclose the documents).
5. The technical bid should be accompanied by Rs **20,000/-** (Rupees twenty thousand only) in the form of a bank demand draft/pay order in favour of NIFT Bhubaneswar as earnest money deposit (EMD).
6. The tenderer should provide warranty/guarantee and free service as provided by manufacturer and in any case for minimum six months from the date of supply.

3. **MODE OF SUBMISSION:**

- A. Applications to this tender will be accepted only through the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted.
- B. Tender should be submitted in the following two separate covers.
 - i. Technical Bid
 - ii. Price Bid

Tenders received with technical bid and price bid in the same cover will be summarily rejected.

- C.
 - i. Copy of tenders can be submitted in person on or before the due date and time specified in the tender notice. Such tenders may be dropped in the TENDER BOX kept at the Administrative section at **NIFT Campus, Bhubaneswar**.
 - ii. Alternatively the tenderer who prefers to submit copy of the e-tender through post can send the same through registered post or courier so as to reach the Director, NIFT, Bhubaneswar campus, Plot No.24, Opposite KIIT School of Management, Chandaka Industrial Estate, Bhubaneswar, ODISHA – 751024. on or before the due date and the time specified in the tender notice. Copy of the tenders received after the due date and time for what so ever reasons will not be considered, and the Director, NIFT Bhubaneswar will not be liable or responsible for the same.

D. E-Tender should be submitted only in the prescribed tender document obtained from the Office of Director, NIFT, Bhubaneswar/down loaded from the NIFT website.

4. DUE DATE & TIME



Last date for submission of on line tender is **25.04.2019 (2:00 PM)** and Last date for receipt of duly filled in tender document at NIFT, Bhubaneswar is **25.04.2019 (2.30 PM)**. The technical bids of tenders will be opened at **03.30 pm** on the same day. **If the last day happens to be a holiday, the tender will be opened at the next working day at the same time.** The tender received after due date and time or unsealed or incomplete or by electronic mail will be summarily rejected.

5. EARNEST MONEY DEPOSIT

- a. Tenderer shall enclose a demand draft/pay order of any scheduled bank for an amount of **Rs 20,000/-**(Rupees twenty thousand only) in favour of NIFT Bhubaneswar, payable at Bhubaneswar as the non-interest bearing earnest money deposit along with technical bid. The technical bid without EMD shall be rejected.
- b. Cheques and bank guarantees will not be accepted towards EMD.
- c. On opening technical bid envelope if it is found that EMD is not enclosed, then the tender offer will be summarily rejected unless any category of tenderer who is specially exempted by Government of India from the payment of EMD has mentioned about that and enclosed proof thereto.
- d. The EMD will be forfeited if:
 - i. Tenderer withdraws his tender or backs out after acceptance.
 - ii. Tenderer fails to remit the security deposit.
 - iii. Tenderer violates any of the conditions prescribed in the tender document.
 - iv. Tenderer revises any of the terms quoted, during validity period.

6. REFUND OF EARNEST MONEY DEPOSIT

EMD shall be refunded to the unsuccessful tenderer. For this purpose the tenderer is advised to send along with the original tender itself, advance stamped receipt for the EMD amount, so as to avoid any delay in refund. The advance stamped receipt shall be in favour of the Director NIFT Bhubaneswar

PART – B

TECHNICAL BID

CONDITIONS FOR SUBMISSION OF TECHNICAL BID UNDER TWO COVER SYSTEM

The Technical bid as prescribed should be filled up, and sealed in a separate cover along with all enclosures specified. The cover shall be superscribed as technical bid. The technical bid envelope should contain the following:

1. Demand draft for earnest money deposit along with advance stamped receipt for refund of EMD.
2. Details like the name of the firm, address, telephone number, cell phone number, fax number and e-mail address of the tenderer.
3. Documentary proof in support of the capacity to supply the required quantity for this purpose, Annual turnover statement for the year 2016-17 & 2017-18 should be submitted (Annexure II). If annual turnover statement not prepared/completed for 2017-18, then such papers of 2015-16 will be taken into account. (Supplies made by the tenderer alone will be considered towards the eligibility criteria)

4. Duly attested copy of PAN and copies of Income Tax return filed in respect of Indian Tenderers (2016-17 & 2017-18). If balance sheet not completed/IT return not filed for 2017-18, then such papers of 2015-16 will be taken into account.
5. Duly attested copies of general as well as central/ state sales Tax Registration Certificates/ VAT Registration Certificate/GST.
6. Undertaking regarding excise duty/ custom duty in the format given in Annexure-VIII.
7. Details of items for which the bidder has quoted along with standard and other accessories offered (to be mentioned in Annexure III).
8. Declaration duly signed by the tenderer(Annexure-I V).

9. An undertaking regarding warranty/guarantee and free service as provided by manufacturer and in any case for a period of minimum six months from the date of installation. (to be furnished in Annexure VI)
10. Illustrated pamphlets containing all the technical details, specification of the tendered items.
11. Credentials of the tenderer with his experience in supply of “Furnitures” (to be furnished in Annexure VII).
12. All the documents (01 to 11 above) shall be enclosed in a cover superscribed as ‘Technical Bid Envelope A’.

PART – C

PRICE BID

Price Bid (Annexure – IX) should be enclosed in a separate cover superscribed as ‘Price Bid Envelope B’.

- 1) Unit rate along with the split up price of the items quoted for shall be essentially given in the prescribed format as given in Annexure-IX. The rates should be indicated clearly both in figures and in words. If there is any variation between the rates in figures and in words, the rates given in words will be considered for evaluation. The rate quoted shall be inclusive of rate of all accessories specified in Annexure-III and no separate rate should be quoted for such accessories.
- 2) All rates shall be FOR destination at NIFT Campus Bhubaneswar.
- 3) The rates should be kept firm and valid for 90 days from the date of opening of tender.
- 4) The tenderer with full signature should attest any scoring or overwriting.
- 5) The rates quoted should not be subjected to any price variation clause.
- 6) The quotes shall be for full quantities of items quoted for.
- 7) Pamphlets and specifications of quoted items should necessarily accompany the offer.
- 8) Price bid certificate duly signed by the tenderer (Annexure-V).
- 9) L-1 bidder will be decided on the basis total rupees in words in financial/price bid for whole. Decision of Director, NIFT, Bhubaneswar will be final.

PART – D

GENERAL CONDITIONS

1. OPENING OF TENDER AND EVALUATION THEREON

- 1) The e-tenders received up to 02:00 pm. on the opening day will be opened.
- 2) The tenderers are advised to go through all the terms and conditions carefully. Reporting of any corrections or alteration, etc., after submitting the e-tender, will not be entertained.
- 3) The Director, NIFT Bhubaneswar reserves the right to accept the whole tender or any part thereof or reject all the tenders, in the interest of the NIFT so required, without assigning any reasons whatsoever and to waive any minor discrepancy in the tenders received.

2. Bid Evaluation Criteria

- 1) Tenderers who satisfy the conditions/technical/quality parameters stipulated in the tender document and who have supplied all the documents/sample/materials required will alone be considered as qualified tenderers in technical bid. The tenders of such qualified tenderers alone will be considered for opening the price bid in envelope-B. However NIFT reserves the right to reject any of the tender without mentioning any reason.
- 2) L1 bidder will be decided on the basis of total rupees in financial/price bid. The Customs duty /Excise duty exemption offered by the bidder will be considered for deciding net outgo to NIFT.
- 3) Tenders containing any condition leading to unknown/indefinite liabilities are liable to be rejected. If at all any rebate is/are offered, the tenderer shall first quote his rates strictly on the terms and conditions stipulated in the tender documents and then show separately any rebate(s) offered without any conditions for such rebate(s), if any.
- 4) Rates for all the items as per schedule of requirements have to be quoted in toto and in case rate of any item is not quoted then it will be summarily rejected.

3. FORFEITURE OF EARNEST MONEY DEPOSIT

If the successful tenderer (referred as “Tenderer”) fail to act according to the tender conditions or backs out after the tender has been accepted, the EMD will be forfeited.

4. VARIATION IN QUANTITIES

The Director, NIFT Bhubaneswar reserves the right to accept the tender either in full or in part and either to increase or to decrease the quantities to the extent of twenty five percent (25%) indicated in the tender schedule, unless qualified by the specific limitation of the tender.

5. RELEASE OF PURCHASE ORDER

- 1) Quoting merely the lowest price does not confer any right to any bidder for award of supply order. The NIFT reserves the right to select any bid under the grounds of specification compliance, usage suitability, design, economic suitability, workmanship, brand value, proven track record and reputation in supplies to Govt. Organizations, quality certification from national or international agencies and after sales service facilities.
- 2) The Director, NIFT Bhubaneswar reserves the right to relax or waive any of the tender condition and reject the tender if anyone of the conditions enumerated above is violated or any counter condition is put forward by the tenderer.
- 3) Additional terms and conditions may be incorporated in purchase order, if needed, to safe guard the interest of NIFT.

6. EXECUTION OF PURCHASE ORDER

The tenderer should nominate and intimate to NIFT Bhubaneswar his authorized representative specifically to receive the purchase order from NIFT and to effectively execute the purchase order complying all the terms and conditions.

7. PRE-SURVEY: Interested parties are encouraged to conduct a pre-survey before submitting tender. Asst. Director/Purchase officer, NIFT Bhubaneswar can be contacted on site for any pre-survey related query.

8. DELIVERY

- 1) **Supply of Furnitures** will have to be completed within 60 days in case of indigenous supplies and 90 days in case of imported supplies from the date of acceptance.

- 2) The delivery schedule should be strictly adhered to. If the tenderer fails to complete the supply within the time stipulated, the order for the supply of “Furnitures” is liable to be cancelled. In such case the security deposit will be forfeited and penalty clause as per item 13 below will be invoked.

9. GUARANTEE / WARRANTY

- 1) Guarantee / Warranty period shall be specified in the tender. If any item covered under warranty fails the same shall be replaced free of cost including all the applicable charges.
- 2) All the items supplied shall be guaranteed to be free from defective workmanship or materials for a minimum period of six months. The supplier at his own cost shall rectify any defect that may appear during this period.

10. ASSEMBLING AND INSTALLATION

The installation should be done within 10 days from the date of receipt of “Furnitures” at the NIFT Campus Bhubaneswar.

11. PAYMENT TERMS

100% payment within 15 days of delivery and after successful installation and also on production of bill and proof of satisfactory performance duly certified by the user department of NIFT.

12. JURISDICTION FOR LEGAL PROCEEDING

Legal remedies for any disputes which may arise during the execution of the contract shall be instituted in any court of law in Bhubaneswar only. The contract shall be governed by the law for the time being in force in the country viz Indian contract Act & Indian sale of goods Act.

13. PENALTY

In the event of failure of the successful tenderer to make the supply of the items ordered within the stipulated time, without prejudice to other remedies under the contract a penalty equivalent to 0.5%(Half Percent) of the value of delayed goods will be levied per week with a maximum of 5% of the contract value. If requested by the tenderer, Director may at his discretion grant extension of time with penalty/without penalty. In the event of failure to supply the items even after granting extension of time Director may purchase the stock from any other source at the prevailing market rate at the risk and responsibility of the successful tenderer and to claim any loss sustained by NIFT Bhubaneswar in the transaction from the tenderer besides forfeiting EMD and security deposit.

14. ON SITE INSEPTION TO ASSESS QUALITY BEFORE DELIVERY

“Furnitures” may be inspected by the purchaser at his end to assess the quality before despatch of items. “Furnitures” rejected on inspection will be replaced by the supplier at his cost and all charges for collection and delivery of the same to the purchaser will be on suppliers account. Delivery of “Furnitures” only of approved quality will only be accepted.

15. SIGNATURE AND SEAL

The tenderer must sign and affix their seal in every page of the tender document and furnish certificate as below.

I/We _____ have gone through the terms and conditions and will abide by them as laid down above.

SIGNATURE & SEAL OF THE AGENCY

Date:

ENVELOPE – A

TENDER NO. 14077/NIFT/BHUBANESWAR/Admin/Tender//2018-19/92

Procurement of “Furnitures”

TECHNICAL BID ENCLOSURES

1. Tender document pages from 01 to 27.
2. Annexure from I to IV & VI to VIII.
3. Photo copies of all supporting documents.

NAME OF TENDERER :

SIGN AND SEAL OF THE TENDERER :

ENVELOPE – B

TENDER NO: 14077/NIFT/ BHUBANESWAR/Admin/Tender//2017-18/92

“Procurement of Furnitures”

PRICE BID ENCLOSURES

Annexure-IX

Annexure-V

NAME OF THE TENDERER :

SIGN AND SEAL OF THE TENDERER :

EARNEST MONEY DEPOSIT PAYMENT PARTICULARS**II. Number of Demand Drafts enclosed:****II. Demand Draft particulars**

Sl.No.	Purpose	Amount in Rs.	D.D. No.	Date	Name of the bank branch
1	EMD- Procurement of "Furnitures"				

I/We,..... Hereby declare that the particulars furnished by me/us in this offer are true to the best of my/our knowledge and I/We understand and accept that, if at any stage the information furnished by me/us are found to be incorrect or false, I/We am/are liable for disqualification from this tender and also liable for any penal action that may arise due to the above besides being black listed. I further understand that on opening of the technical bid if the EMD furnished by me is found short when calculated at the percentage fixed on quoted rate, my quotes will become invalid.

Signature :

Name :

Designation :

Name and Agency :

Address of the Tenderer :

Seal of the Tenderer

Date:

Place:

ANNEXURE-II

TURN OVER DETAILS

The latest year sales turn-over detail is furnished below.

Name of the Company/Firm:

Sl. No.	Financial Year	Turnover(Rs.in lakh)
1	2016-17	
2	2017-18	

If balance sheet not completed/IT return not filed for 2017-18, then such papers of 2015-16 will be taken into account.

(Proof of the above sales turn-over details should be furnished in the form of audited balance sheet of the tenderer. Complete set of audited balance sheet is required for the above 2 years.

ANNEXURE-III

Procurement of “Furnitures”

Sl. No	Name of the Item	Qty	Whether the bidder has quoted for the item (Yes/ No)	Whether brochures / catalogue attached (Yes / No)	Accessories if any offered free of cost		
					Items Description	Qty	Value
1.	Computer table	35					
2.	Executive office table	04					
3.	Conference Chair	15					
4.	3 seater sofa	04					
5.	2 seater sofa	02					
6.	1 seater sofa	04					
7.	Visitor chair	14					
8.	Conference table 12 seater	01					



ANNEXURE-IV

DECLARATION

I/We having our office at declare that
I/We have never been blacklisted by any state Government/Central Government or any
State/Central PSU.

Signature :
Name :
Designation :
Name of the Agency :
Address of the tenderer :
Seal of tenderer :
Date :
Place :

ANNEXURE-V

PRICE BID CERTIFICATION

To,

The Director
NIFT, Bhubaneswar

I/We.....of
.....

hereby agree, subject to acceptance of this tender by Director, NIFT, Bhubaneswar, to supply **Furnitures**
as per schedule of requirement in accordance with the terms and conditions of contract stated in the
tender document and as per specifications, rates and prices specified in Annexure-IX.

Signature :
Name :
Designation :
Name of the Agency :
Address of the tenderer :

Seal of tenderer :
Date :
Place :



ANNEXURE - VI

WARRANTY/Guarantee Certificate

We hereby undertake to furnish Six months/one year warranty-guarantee and free maintenance service from the date of installation.

Signature and Seal of tenderer

Date:

Place:



ANNEXURE - VII

DETAILS OF LAST 2 YEARS MAJOR TRANSACTIONS

Sl.No.	Year	Date of receipt of order	Name of the customer with address and email ID	Value of order	Whether full supply was made within the time stipulated, if not give details of delayed offers and reasons thereof.
1					
2					

Signature and Seal of Tenderer

Date:

Place:



ANNEXURE – VIII

UNDERTAKING REGARDING EXCEPTION OF CENTRAL EXCISE DUTY / CUSTOMS DUTY

I/We hereby certify that I/We am/are the original manufacturer/ authorised supplier/ authorised Indian Agent for the items quoted in Annexure IX. I/We undertake to do all the needful for obtaining excise duty/ customs duty exemption on items quoted and indicated as 'excise duty/ customs duty exemption available'. I/We also understand that the bid evaluation will be based on net outgo to NIFT.

NAME : _____
SIGNATURE : _____
DESIGNATION : _____
ADDRESS OF THE TENDERER : _____
: _____
: _____

SEAL OF THE TENDERER :

DATE:

PLACE:

**PRICE BID****Procurement of "Furnitures"**

SL. No.	Item name	Specifications	Quantity	Rate per each in Rs	GST any per unit	Total in Rs (e+f) per unit	Grand Total in Rs (d x g)
a	b	c	d	e	f	g	h
1	Computer table	Computer Table of size 1200mm(W) X 600mm(D) X 750mm(H). It should have work top made up of 18mm thick Pre-laminated particle board of grade II with approved laminate and finish as per approved shade. The top profile shall be in rectangle shape and the edges shall be sealed with 2mm thick thin strip of impermeable PVC that is cut to fit the board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius. The top board shall be supported on fixed pedestal at one end and fixed CPU unit at another end. The table shall be clad with 18mm thick modesty panel which provide structural support for the table. It should be 18mm thick pre-laminate particle board connected with both end. Key-board tray shall be provided 18mm thick pre-laminated particle board with an overall size 550mm X 350mm. The tray shall be operated by sliding channel runs on nylon roller to smooth operation. Fixed pedestal shall be provided at one side with the size 335mm X 470mm X 725mm having 3 drawer operated on sliding channel and 1 filing drawer having operated on ball bearing channel. All drawer shall be operated with SS handle with multipurpose (MP) locking mechanism. Openable storage shall be provided at another side with the size 294mm X 450mm X 725mm having one adjustment shelf to accumulate CPU. Complete understructure made in 18mm thick Pre-laminated particle board with appropriate edge banding and drawer base shall be 9mm thick. To protect the wall from kicks, abrasion and serve as a decorative moulding skirting shall be provided at bottom. The board used should meet international standards of quality and safety, Indian standard grade II should meet long time loadbending, screw-withdrawal strength, modulus of rupture and modulus of elasticity bending tested.	35 Nos				

2	Executive office table	<p><i>Executive office table in completely knock down conditions with an overall size 2000mm X 1880mm X 750mm that is to be assembled at site. The worktop shall have the combination of 18mm thick PLPB and 25mm thick MDF board. The top shall have the size 2000mm X 980mm made up of 18mm thick Pre-laminated particle board of grade II with approved laminate and finish as per approved shade. The base top shall have the size 2000mm X 900mm made up of 25mm thick Medium density fibre-board with deco painted. The table top profile shall be in roundable shape and the edges shall be sealed with 2mm thick thin strip of impermeable PVC that is cut to fit the size of board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius. The base top MDF board shall be half round post form edges with groove. The table shall be clad with modesty panel which provide structural support for the table. It should be 1mm thick CRCA powder coated star perforated sheet connected with both end. The table shall be supported on board base leg and 100mm peg. The leg shall have the cross-section area 100mm X 100mm. There shall be buffers provided to avoid scratches on the floor. The table shall have side unit for storage purpose with an overall size 900mm X 450mm X 530mm. The side unit shall be made up of Pre-laminated particle board of grade II of IS 12823 with drawer base 9mm thick, top 25mm thick and other parts 18mm thick like shutter, back, facia, side panel etc. It shall have sliding door shutter operated with the assistance of SS handle and sliding rail track and locking mechanism. It shall be mounted over 75mm Peg. A fixed pedestal shall be provided with an overall size 400mm X 600mm X 530mm. The pedestal shall be made up of Pre-laminated particle board of grade II. Pedestal side, back, facia shall be 18mm thick, top 25mm thick and drawer base 9mm thick. The pedestal shall have 3 nos. of drawer having same size. The</i></p>	04 Nos				
---	------------------------	--	--------	--	--	--	--

		<i>drawer shall be operated with SS handle and easily close & open with the assistance of sliding channels to enable smooth operation. The drawer shall have central locking mechanism in which all the drawer shall be synchronized locked with one single key. The pedestal shall be mounted over 75mm Peg. The board used should meet International Standard of quality, Indian standard grade II should meet long time load bending, screw-withdrawal strength, modulus of rupture and modulus of elasticity bending tested .</i>					
3	Conference Chair	<i>High back chair with ergonomic design, comfortable & aesthetically appealing. The seat and back shall be made up of 15mm and (12+6)mm thick hot pressed commercial plywood padded with high resilience polyurethane foam 50mm thick having density 40kg/m³ in seat and 30mm thick having density 32kg/m³. The same shall be upholstered with fabric air mesh tapestry 0.9mm thick and 300 GSM and Jute fabric tapestry 1mm thick and 300 GSM. The backrest of the chair shall be made by keeping the natural curvature of the spine with lumbar support. The seat and back shall be arrested together with 50-60μ thick powder coated HR steel spine and the armrest shall be used adjustable polyurethane arm with PP base completely joint with seat. For seating durability the chair shall have synchro tilt 360 degree revolving mechanism with upright position locking and tilt tension adjustment. The pneumatic seat height adjustment for healthy seating user can adjust seat height up to 100mm with BIFMA standard class-3 gas-lift to suite tham using the lever under the seat. The gas-lift mechanism should be tested as per ANSI/BIFMA X5.1-2011 standard.The pedestal should have five legged injection moulded in 30% glass filled black nylon having pitch circle Dia. 700 mm fitted with 5 nos. twin wheel castors. The castors of the chair should be injection moulded in black nylon 30% glass filled, tested to perform 98,000 cycles with 250lbs load. The seat size shall be 485±10mm(W) X 500±10mm(D) and back size shall be 725±10mm(H) from seat & overall height = 1190±10mm.</i>	15 Nos				
4	3 seater sofa	<i>3 seater sofa that shall be constructed from natural hard wood and commercial plywood having inner frame. The</i>	04 Nos				

		<i>thickness of the wood should allow for the heavy tension webbing. The sofa shall have spring attached and also be padded separately. The frame shall be padded with high resilience polyurethane foam having density 40Kg/m³ in seat and 32Kg/m³ in back. There shall be cushion arm provided padded with high resilience polyurethane foam having density 40Kg/m³. The base of the arm shall have frame having cross-section area 70mm X 10mm. The structure shall be upholstered with leatherite tapestry 1±0.2 mm thick and 535 GSM. The understructure shall consist of SS loop leg having cross-section area 70mm X 10mm. There shall be shoe provided at the bottom to avoid scratches on the floor. The seat size shall be 535±10 mm(D) X 1630±10 mm(W), seat height = 435±10 mm, overall width = 1805±10 mm, overall depth = 990±10 mm & overall height = 825±10 mm.</i>					
5	2 seater sofa	<i>2 seater sofa that shall be constructed from natural hard wood and commercial plywood having inner frame. The thickness of the wood should allow for the heavy tension webbing. The sofa shall have spring attached and also be padded separately. The frame shall be padded with high resilience polyurethane foam having density 40Kg/m³ in seat and 32Kg/m³ in back. The sofa shall be supplied with high resilience PU armrest. The complete structure shall be upholstered with leatherite tapestry 1±0.2 mm thick and 571 GSM. The structure shall be covered with MSERW round pipe frame having dia. 19.05mm with 1.6mm thick. It should have MS leg having round pipe of dia. 25.4mm with 1.6mm thick welded together with main frame. There shall be shoe provided at the bottom to avoid scratches on the floor. The seat size shall be 530±10 mm(D) X 1050±10 mm(W), seat height = 440±10 mm, overall width = 1475±10 mm, overall depth = 760±10 mm & overall height = 860±10 mm.</i>	02 Nos				
6	1 seater sofa	<i>Single seater sofa that shall be constructed from natural hard wood and commercial plywood having inner frame. The thickness of the wood should allow for the heavy tension webbing. The sofa shall have spring attached and also be padded separately. The frame shall be padded with high resilience polyurethane foam having density 40Kg/m³ in seat and 32Kg/m³ in back. The sofa shall be supplied with high resilience PU armrest. The complete structure shall be upholstered with leatherite tapestry 1±0.2 mm thick and 571</i>	04 Nos				

		<i>GSM. The structure shall be covered with MSERW round pipe frame having dia. 19.05mm with 1.6mm thick. It should have MS leg having round pipe of dia. 25.4mm with 1.6mm thick welded together with main frame. There shall be shoe provided at the bottom to avoid scratches on the floor. The seat size shall be 530±10 mm(D), seat height = 440±10 mm, overall width = 1475±10 mm, overall depth = 760±10 mm & overall height = 860±10 mm.</i>					
7	Visitor chair	<i>Visitor chair with ergonomically designed for user comfort. The seat and back shall be made of 15mm thick hot pressed commercial plywood with HR polyurethane foam 50mm thick having density 40kg/m³ in seat and 25mm thick having density 32kg/m³ in back. The same shall be upholstered with leatherite tapestry 0.8mm thick and 535 GSM. The seat and back shall be arrested together with CRCA pipe frame and the armrest shall be used cushion arm mounted on PP armrest. The frame shall be cantilever support type made up of MS/CRCA powder coated round pipe of Dia. 28mm with 2mm thick. There shall be co-polymer polypropylene shoe provided at the base to avoid scratches on the floor. The seat size shall be 500±10 mm(W) X 490±10 mm(D) and back size shall be 510±10 mm(H) from seat & overall height = 945±10 mm.</i>	14 Nos				
8	Conference table 12 seater	<i>Conference table in completely knock down conditions with an overall size - 5400mm(L)X1800mm(W)X750mm(H) that is to be assembeled at site. The work top shall have 25mm thick Pre Laminated Particle Board in C shapes at both the ends and rectangular in between. The C shaped work top should have a radius of 900mm. The rectangular work tops should be of 1800mm X 600mm. There should be two rectangular tables on both the sides and C shaped tables at both the ends. There should be a gap of 600mm between both the rectangular tables. The legs and panels should be of 18mm thick Pre Laminated Partcle Boards. All Pre Laminated Partcle Boards should be of grade - II with approved laminates and finish. All the edges should be sealed with 2mm thick strip of impermeable PBC that is cut to fit the size of board panel & duly pasted with the assistance of edge binding machine at 200 degree celcius. There shall be buffers provided to avoid scratches on the floor. The board used should meet international standard of</i>	01 No				

		<i>quality, Indian standard grade - II should meet long time load bending screw withdrawal strength, modulus of rupture and modulus of elasticity bending tested.</i>						
--	--	---	--	--	--	--	--	--

Rupees _____ Grand Total=Rs _____only

Signature with date :
Name & Designation :
Name of the Agency with seal :

