



Indian Institute of Technology Jodhpur

TENDER FOR E-PROCUREMENT OF Supply, Installation and Fixing of Furniture

**Bids to be submitted online (CPPP)
For
(Technical and Financial bid as per schedule of requirement)**

NIT No: IITJ/SPS/I/NR/2025-2026/01 date 11 April 2025

भंडार एवं क्रय कार्यालय / Office of Stores & Purchase

**प्रशासनिक भवन (पूर्व) / Administrative Building (East),
भारतीय प्रौद्योगिकी संस्थान / Indian Institute of Technology Jodhpur
राष्ट्रीय राजमार्ग - 62, नागौर रोड़, करवर / NH 62 Nagaur Road, Karwar
जोधपुर - 342030 / Jodhpur-342030
ईमेल / eMail: sps@iitj.ac.in**

SCHEDULE

Name of Organization	Indian Institute of Technology Jodhpur
Open Tender Notice No. (NIT)	<u>IITJ/SPS/I/NR/2025-2026/01</u> date 11-April- 2025
Tender Type (Open/Limited/EOI/ Auction/Single)	Open
Tender Category (Services/Goods)	Goods
Type/Form of Contract (Supply/ Auction/ Service/ Buy/ Empanelment/ Sell)	Buy
Product Category	Furniture
Is Multi Currency Allowed	No
Date of Issue/Publishing	11-04-2025 at 18:00 hrs
Document Download/Sale Start Date	11-04-2025 at 18:00 hrs
Document Download/Sale End Date	21-04-2025 at 15:00 hrs
Last Date and Time for Uploading of Bids	21-04-2025 at 15:00 hrs
Date and Time of Opening of Technical Bids	22-04-2025 at 15:30 hrs
EMD	Rs. 55,800/-
No. of Covers (1/2/3/4)	02
Bid Validity days (180/120/90/60/30)	180 days
Address for Communication	Office of Stores & Purchase, Institute Building (East), IIT Jodhpur, NH-62, Nagaur Road, Karwar, Jodhpur-342030
Contact No.	0291-2801 101/ 0291-2801 104
Email Address for Correspondence	<u>sps@iitj.ac.in</u>

Indian Institute of Technology Jodhpur (hereinafter referred to as the “Institute”), an Educational Institute of National Importance, invites online Bids in two-bid format for supply, installation and fixing of “**Furniture**” at the Institute as per the technical specifications given in the *Annexure-I* to the Tender form. All offers should be made in English and should be written in both figures and words. Tender forms can be downloaded from the CPP Portal (<http://eprocure.gov.in/eprocure/app>)&Institute website <http://www.iitj.ac.in/tenders/index.php?id=equipment>. The bidders are requested to read the tender document carefully and ensure compliance with all specifications/instructions herein. Non-compliance with specifications/instructions in this document may disqualify the bidders from the tender exercise. The Director, IIT Jodhpur reserves the right to select the item (in single or multiple units) or to reject any quotation wholly or partly. Incomplete tenders, amendments and additions to tender after opening or late tenders are liable to be ignored and rejected.

The bidder shall refer to the draft tender document uploaded on the Institute's Website to submit the bid on the CPP Portal link as mentioned in the above para.

1. INVITATION FOR TENDER OFFERS (Furniture)

The BIDDERS are requested to give detailed tender in two Bids i.e.

- a. **Part - I: Technical Bid**
- b. **Part - II: Financial Bid**

Technical Bid

1.1 Pre-Qualification and Technical Specification Qualification Criteria

The online envelope clearly marked as “**Technical Bid-Envelope No.1**” shall contain the all scanned copies of originals documents in single PDF Format for Pre-Qualification and Technical Specification Qualification:

Envelope No.1 (Following documents to be provided as single PDF file)				
S N	Documents	Content	File Types	Submitte d (Yes/ No)
1.	Technical Bid (Pre- qualification)	Only manufacturer(s) or their sole authorized distributor / agent are eligible to bid. Authorization letter in the prescribed format from Original Equipment Manufacturer (OEM) in favor of authorized Agent to bid/conclude the order against this tender, must be provided with technical bid. Manufacturer’s Authorization Letter as per <i>Annexure-II</i> along with a copy of notarised Power of Attorney should also be furnished.	.PDF	
2.		Declaration Sheet as per <i>Annexure - III</i>		
3.		Certificate of Guarantee/Warranty (on letter head) as per	.PDF	

		Annexure-IV		
4.		The OEM/ authorized distributor / agent should have a minimum 03 (three) years of experience for supply & successful installation of goods of similar specifications and <i>must be successfully completed at least 3 similar purchase orders in IITs/IITs/NITs/IISER/CSIR/IISc, etc. during last 3 years. Copy of these Purchase orders must be attached with technical bid.</i> List of Govt. Organization/ Deptt. must also be attached as per Annexure-V .	.PDF	
5.		Mandate Form for Electronic Fund Transfer / RTGS Transfer as per Annexure-VI	.PDF	
6.		Compliance Sheet as per Annexure-VII	.PDF	
7.		Technical literature/ leaflets and complete specifications of quoted model(s) along with commercial terms and conditions.	.PDF	
8.		Scanned copy of EMD and it is required to submit the same in original in a sealed envelope at the following address on or before closing date: Officer-In-charge (Stores & Purchase), Office of Stores & Purchase, Institute Building (East), NH-62, Nagaur Road, Karwad, Jodhpur-342030, Rajasthan, Phone: 0291 2801 101, Email: sps@iitj.ac.in / In case of exemption from submission of Bid security, proof of registration with NSIC.	.PDF	
9.		Financial statements with net profit, duly audited / certified by Chartered Accountant (CA) of the last three financial years (2021-22, 2022-23 and 2023-24) along with the copies of Income Tax Return (ITR) must be enclosed with the technical bid. <i>The Average net profit for the last three financial years shall be positive as per the last audited financial statements.</i>	.PDF	
10.		The tenderer should furnish a certificate that the rates quoted by the tenderer are not more than those quoted to any other Institution in India or abroad during the last one year, with supporting documents.	.PDF	
11.	Technical Bid (Technical Specification qualification)	Technical Compliance certificate: This certificate must be provided indicating conformity to the technical specifications (Technical Compliance Sheet as per Annexure-I)	.pdf	
12.	<u>Additional Terms & Conditions</u>	As mentioned with detailed technical specifications Annexure-I		

13.	Exemption for Years Of Experience and Turnover	MSE / Startup documents to be submitted by the bidder	.pdf	
14.	MII Purchase Preference	Self Declaration to be submitted by the bidder	.pdf	
Envelope No. 2				
S N	Document	Content		
1.	Financial Bid	Price bid should be submitted in BOQ format.	.xls	

Bid documents should be submitted as per the above sequence with Index page and page numbers (including technical literature). Each page of the bid should be signed & stamped in original. Unsigned bids will not be considered for evaluation. Each point of Envelope-I must be enclosed with the technical bid failing which the bid will not be evaluated. The tender of any tenderer, who has not complied with one or more of the conditions of pre-qualification criteria and technical qualification criteria and / or fail to submit the required documents in prescribed format as mentioned / or required / or conditional tender are liable to be summarily rejected. The technical evaluation is to be done on the basis of the documents of Envelope No.1 mentioned in the above table.

1.2 Envelope 2: “Commercial Bid” shall contain:

- i. Cost of all the items should be mentioned clearly and individually in the Commercial Offer (Part-II) only.
- ii. The prices should be shown against each item for the purpose of Insurance claims / replacements if any.
- iii. List of deliverables / Bill of materials and services.

Note:

- (i) No request for extension of due date will be considered under any circumstances.
- (ii) Joint Ventures (JV) are not allowed and no sub-contracting is also allowed with regard to supply, installation, commissioning, and warranty maintenance and after sales service. This is the sole responsibility of the Principals’/their authorized agents.

IIT Jodhpur may issue corrigendum to tender documents before due date of Submission of bid. The bidder is required to read the tender documents in conjunction with the corrigendum, if any, issued by IIT Jodhpur. The bidder is not supposed to incorporate the amendment in the body of the tender document

1.3 EVALUATION CRITERIA

Evaluation of Technical bid will be based on the strict compliance of the documents mentioned in **Envelope No.1 and evaluation of sample.**

1.4 Evaluation of Technical Bid Process:





Stage – 1:

Technical bid document verification will be done as per our bid requirement. If bid documents are in order, a letter/email will be sent to qualified bidders in the evaluation stage for a sample (as per our technical specification) demonstration at IIT Jodhpur. The qualified bidders will be required to demonstrate the samples (as per our technical specification) at IIT Jodhpur within 07 days at their own cost from the date of email/letter for evaluation of quality & design of bid items. Based on the document and sample evaluation, the final result of the technically qualified bidders will be uploaded.



Stage – 2:



Based on the sample evaluation committee report. the successful bidders will be notified for the opening of the financial bid, and the financial bids will be opened


Furniture Quotation of below items

S.No.	Description	Units	Qty.	Reference Image
1	DIRECTOR'S CHAIR: High Back Revolving Chair, Overall Dimension:- 720W±10x720D±10x 1280H±10 mm, Seat of High back chair is made of 15mm thick hot pressed plywood pasted with PU foam D-32 kg/m ³ & Leatherette upholstery, Seat having understructure having metal frame of size 40x20x1.6mm and 30x5mm thick plate for arm support, Back of High back chair is made of Double plywood 15mm thick hot pressed plywood in front plus additional 6mm thick hot pressed plywood in back pasted with PU foam & Leatherette upholstery, Back fixed with Mechanism through Metal Powder coated L-patta of size 60Dx10 thick Used PU Foam on Back of D-32 kg/m ³ , Seat Size:- Seat Size:- 540W ±10x510D±10x80 Thick. ±5mm, Back Size:- 530W ±10x810H ±10x80 Thick. ±5mm, Mechanism:- The Synchro knee tilt Mechanism in chair allows the person's feet to stay flat on the floor when the chair is tilted backward, Seat & Back moves in 2:1 direction with Multi position locking, Tilt tension knob to loosen or tighten the tension according to user's body weight, Gas lift:- Lift-Used gas lift of 85mm size of Class-IV grade with Plastic Gas lift cover, Armrest: PU Cushioned armrest with Leatherette upholstery fixed with SS 202 frame, armrest fixed with seat & back which gives comfort & Strength both to the chair, Chair Base & Wheels: Metal chrome plated Chair Base frame Made of 2.5mm thick, base Fronted edges are in nylon, base consists of 5 prongs with 650±5mm pitch circle diameter, 60mm Dia. Black Nylon- Twin Wheel Pin Castor.	Nos	2	
2	Supplying & Placing wooden bench in completely knock down conditions with an overall size 500mm X 2100mm X 450mm. The construction of the bench shall be freestanding structure constructed with the help of Joint Fixing. The top shall be made up of 45mm thick teak wood with 100mm upholstered seat with PU polish accordingly. Legs to be made of Teak wood in pumelamine polish 4 coats (1 Coat Epoxy + 1 Coat Sealer + 2 Coat Melamine) finish as per approved shade. The seat shall be padded with high resilience polyurethane foam having density 40Kg/m ³ in seat. The manufacturer shall have quality and safety assurance like ISO-9001:2015, ISO-14001:2015 and ISO-18001:2007, BIFMA membership and AIOTA certification. The board used should meet International Standard of quality, Indian standard IS 12406 should meet long time load bending, screw-withdrawal strength, modulus of rupture and modulus of elasticity bending test. The colour shall be as per interior design consultant. Vendor to submit shop drawings for approval.	Nos	3	
3	Supplying & Placing Round coffee table - 750mm dia at a height of 550mm tops 8mm thick of light brown colour in completely knock down conditions that is to be assembled at site. The construction of the table shall be freestanding structure constructed with 1 nos. curved profile ss sheet brushed steel finished legs out of sheet as per approved shade. The table to have support structure with gold/rose gold finish ring to bind the legs of size minimum 20x20mm SS Section & suitable thickness. The manufacturer shall have quality and safety assurance like ISO-9001:2015, ISO-14001:2015 and ISO-18001:2007, BIFMA membership and AIOTA certification. The board used should meet International Standard of quality, Indian standard IS 12406 should meet long time load bending, screw-withdrawal strength, modulus of rupture and modulus of elasticity bending test. The colour shall be as per interior design consultant. Vendor to submit shop drawings for approval.	Nos	5	
4	Supplying & Placing Round coffee table 2 layers - 1000mm dia and 750mm dia Toughened glass at a height of 550mm & 400mm respectively tops 8mm thick of Dark Brown and light brown colour in completely knock down conditions that is to be assembled at site. The construction of the table shall be freestanding structure constructed with 2 nos. curved profile ss sheet brushed steel finished legs out of sheet as per approved shade. The table to have support structure with gold/rose gold finish ring to bind the legs of size 20x20mm SS Section & suitable thickness. The table connections have to be made in such a way that no gap should be seen in between. The manufacturer shall have quality and safety assurance like ISO-9001:2015, ISO-14001:2015 and ISO-18001:2007, BIFMA membership and AIOTA certification. The board used should meet International Standard of quality, Indian standard IS 12406 should meet long time load bending, screw-withdrawal strength, modulus of rupture and modulus of elasticity bending test. The colour shall be as per interior design consultant. Vendor to submit shop drawings for approval.	Nos	6	

5	<p>Supplying & placing center table with an overall size 1000mm X1500mm X380mm. The top shall be made up of 18mm thick IS303 Plyboard with Corian on top (Refer image). Side to be 18mm MDF/Plyboard. The drawer unit to be done out of 12mm ply with veneer (Refer image). The profile shall be in rectangle shape and the edges shall be sealed with Thin Veneer Edgebanding that is cut to fit the size of board panel and duly pasted with the assistance of edgebanding machine at 200 degree Celsius/Teak edging with pupolish and seamless edge. The table to have drawer unit with self close channels and suitable pull handle. There shall be Wooden pegs with PPCP shoe provided at the bottom to avoid scratches on the floor. Vendor to submit shop drawing for approval.</p>	Nos	2	
6	<p>DY Direct table: Supplying & Placing Modular table in completely knock down conditions with an overall size 2200mm X 900mm X 750mm + Side table of size 1675mm x 450 x 750mm & back credenza of 3000 x 450mm x 750mm that is to be assembled at site. The worktop shall have the size 25mm thick MDF/Plyboard with veneer with approved veneer in PU polish accordingly. The table top profiles shall be in rectangle shape. The table top shall be supported on MDF/Ply board based gable end. The end wall of the table on the side shall be topped by gable end. It should be made up of 25mm thick medium density fibre-board/PlyBoard. The table shall be clad with 25mm thick modesty panel which provides structural support for the table. It should be 25mm thick medium density fibre-board/PlyBoard in linear shape with appropriate Veneer edge banding, that is cut to fit the size of board panel and duly pasted with the assistance of edgebanding machine at 200 degree Celsius. The modesty panel to have matching veneer in pupolish as per design. There shall be buffers provided at the base to avoid scratches on the floor. The table shall have side unit for storage purpose. It shall have 4 nos. of drawer, 3 nos. of filling space with door and 1 nos. of open space. The drawer shall be operated with profile handle and soft close & open with the assistance of sliding channels to enable smooth operation and sliding rail track and concealed crank hinge. Drawer facia, sides and all other shall be made in 18mm thick and drawer base shall be 9mm thick ply. The internal areas to have balancing laminate. To protect the wall from kicks, abrasion and serve as a decorative moulding, skirting shall be provided at bottom. The complete structure shall be supplied with approved veneer lamination, PU polish. The table to have 1 no Flip box with 1 no data/2 no power/1 no USB C charging & cable management raceway channel etc as per site to be provided.) . All internal areas to have balancing laminate/ PU Polish. The table to have integrated raceway and cable riser for bringing power to top of table. Including cable manager for workstation.</p>	Nos	1	
7	<p>Customised Director Desk with Side Credenza: Supplying & Placing Modular table in completely knock down conditions with an overall size 2000mm X 750mm X 750mm + 2000mm x 600mm x 750mm + Credenza 2845mm x 1000mm x 600mm x 750mm that is to be assembled at site. The worktop shall have the size 36mm thick (18+18mm) made up of IS303 Plyboard with approved Veneers with melamine PU polish as per architect drawings and design. The table top profile shall be in rectangle shape. The table top shall be supported on IS303 Plyboard board based gable end. The end wall of the table on the side shall be topped by gable end and be made up of 36mm thick and profiles shall be in moulded construction with tapering down Teak wood/Veneer moulding/Edgebanding 50mm-30mm duly finished with PU polished. The table shall be clad with 25mm thick modesty panel which provides structural support for the table that is cut to fit the size of board panel and duly pasted with the assistance of edgebanding machine at 200 degree Celsius. The modesty panel to have veneer in PU polish as per design. There shall be buffers provided at the base to avoid scratches on the floor. The table shall have lockable units for storage purpose. It shall have 4 nos. of drawer, 2 nos. of filling space with door and 1 nos. of open space. The drawers shall be operated with profile handle and easily close & open with the assistance of sliding channels to enable smooth operation and sliding rail track and concealed crank hinge. Drawer facia, sides and all other shall be made in 18mm thick plyboard and drawer bases shall be 9mm thick ply. To protect the wall from kicks, abrasion and serve as a decorative moulding, skirting shall be provided at bottom. The complete structure shall be supplied with approved veneer, lamination on all internal surfaces, PU polish / duco painted. The table top to have integrated box socket raceway for wire management, power and data cubbies with flapper for total 2 nos power points and 1 nos lan point, 1 nos USB C charging in each & only 1 nos additional HDMI for connectivity. Including SS/Rose gold /Gold anodised profiles as per the design approved by the architect.</p>	Nos	1	

8	<p>Supplying & Placing RoundHuddle room tablein completelyknock down conditions with an overallsizeof1000mmdiaXHt750mmofthatistobeassembledatsite.Theconstructionof themaintables shallbefeestandingstructureconstructedpinsandbrackets.Theworktopshall be made up of 2 nos. 18 mm thick Medium DensityFibre-board/Plywith Veneer in PU polish topwithedgemoldingasperthedrawing.MDF/PlyboardconformingtoIS12406.Thebase shallbemadeupof75/100x25mmthickPowdercaoted/chromefinishedMStubesof16Gas perthe design drawings.The design shall take care of the inlays on top panel with vennerin PU polish as required bythe architect. The edges shall be with suitable size teak molding polished in PU. 1 nos Single sided Flip-up boxshould be enclosed at table top that houses video,audio,dataandpowerconnectiondiscretely.TThetableconnections havetobemade insuchawaythatnogapshouldbeseeninbetween.Themanufacturersshallhavequalityand safetyassurance like ISO-9001:2015, ISO-14001:2015 and ISO-18001:2007, BIFMA membership and AIOTA certification. All metal aprts to be powder caoted The board used shouldmeetInternationalStandardofquality,IndianstandardIS12406shouldmeetlongtime loadbending,screw-withdrawalstrength,modulusofruptureandmodulusofelasticitybending test.The colourshall be as perinteriordesign consultant.Vendorto submitshop drawings for approval.</p>	Nos	8	
9	<p>Supplying & placing reception table in completelyknock down conditions with an overall size (1350mm X500mm X800mm)x2nosthatistobeassembledatsite.Theworktopshall have theof 18mm + 25mm thick MDF/Plyboardwith approved veneer with PU polish & shade as Front25mm thickMedium densityfibre-board/FlexyPlywithcorianFront.Theuppertopshelf shall be made up of 25mm thick MDF/Plyboard. It should be supported on 25mm thick MDFBoard/FlexiPlybaseverticalpanel.ThefinishtobeachievedisHiglossPUoverveneer overwith 6mm thick corian with seamless edge weldingcomplete as required.The table profiles shallbeinrectangular/trapezoidalshapewithfinishinginPUpolishedveneer&6mm CorianandtheedgesshallbesealedwithEdgebandingthatiscuttofitthesizeofboardpanel anddulpastedwiththeassistanceofedgebandingmachineat200degreeCelsius.Apullout keyboard treyshall be providedhaving size 550mm X280mm with lamination. The treyshall be operated on sliding channel. It should be 1mm thick CRCA with perforated sheet duly powdercoatedconnectedwithbothend.Fixedpedestals shallbeprovidedwithanoverallsize 400mm X500mm X610mm. The pedestal shall be made up of MDF board . Pedestal side, back,faia shall be 18mm thick & drawerbase shall be 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 roller channel to enable smooth movement. The drawer shall be synchronized locked with central locking mechanism. The table to have provision of LED accent lights as required as per the design drawing and complete with Flip boxfor data andpowermountedinthetableTheboardusedshouldmeetInternationalStandardofquality, Indian standards should meet long time load bending, screw-withdrawal strength, modulus of ruptureandmodulusofelasticitybendingetc.hevendortosubmitdrawingtointeriorarchictet with samples of the veneer and polish for approval. The table shall have side unit for storage purpose with an overall size (3200mm x400mm X800mm) +(900mm x400mm x1400mm) x 2nos . .The storage shall be made up ofPlyboard conforming to IS 303 with approved laminate and finish as per approved shade. The top shall be 18mm thick and all other profile i.e. side, shutter, shelf, skirting shall be 18mm thick. The back to be 12mm thick. The edges shallbesealedwiththinstripofimpermeablePVCthatiscuttofitthesizeofboardpaneland dulpastedwiththeassistanceofedgebandingmachineat200degreeCelsius.Thestorage shallhave3nos.ofadjustableshelfand2nos.ofdoorshuttersshallbeprovidedforopening andclosingthestorage.TheshuttersshallbeoperatedwithconcealedcrankhingewithAldie casthandleaswellassuitablelockmechanism.Toprotectthewallfromkicks,abrasionand serve as a decorative moulding, skirting shall be provided at bottom. There shall be buffers provided at the bottom to avoid scratched on the floor.</p>	Nos	1	

10	<p>Supplying & placing reception table in completely knock down conditions with an overall size 3200mmX750mmX1000mm that is to be assembled at site. The Front & Side shall have the top of 18mm + 25mm thick MDF/Plyboard with approved veneer and PU polish & shade as Working top and 25mm thick Medium density fibre-board/Ply with corian top. The upper top shelf shall be made up of 25mm thick MDF board with Corian. It should be supported on 25mm thick MDF/Plyboard base vertical panel with Veneer Finish. The finish to be achieved is High gloss PU over veneer over with 6mm thick corian with seamless edge welding complete as required. The table profile shall be in rectangular / trapezoidal shape with finishing in PU polished veneer & 6mm Corian and the edges shall be sealed with Veneer Edge banding 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 table shall be clad with 18mm thick modesty panel which provides structural support for the table. A pullout keyboard tray shall be provided having size 550mm X 280mm with lamination. The tray shall be operated on sliding channel. It should be 1mm thick CRCA with perforated sheet duly powder coated connected with both ends. Fixed pedestal shall be provided with an overall size 400mm X 500mm X 610mm. The pedestal shall be made up of MDF/Plyboard. Pedestal side, back, fascia shall be 18mm thick & drawer base shall be 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 roller channel to enable smooth movement. The drawer shall be synchronized locked with central locking mechanism by one key. The table to have provision of LED accent lights as required as per the design drawing and complete with Flip box for data and power mounted in the table. The board used should meet International Standard of quality, Indian standards should meet long time load bending, screw-withdrawal strength, modulus of rupture and modulus of elasticity bending etc. The vendor to submit drawing to interior architect with samples of the veneer and polish for approval.</p>	Nos	1	
11	<p>Supplying & placing reception table in completely knock down conditions with an overall size 4100mmX700mmX1000mm that is to be assembled at site. The worktop, Front & Side shall have the top of 18mm + 25mm thick MDF/Plyboard with Corian and Upper Panel with 25mm thick Medium density fibre-board/Ply with Veneer Finish. The finish to be achieved is High gloss Polish with veneer over flexible with PU polish complete as required. The table profile shall be in curved shape and the edges shall be sealed with Veneer Edge Banding that is cut to fit the size of board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius. A pullout keyboard tray shall be provided having size 550mm X 280mm with lamination. The tray shall be operated on sliding channel. Fixed pedestal shall be provided with an overall size 400mm X 500mm X 610mm. The pedestal shall be made up of MDF board. Pedestal side, back, fascia shall be 18mm thick & drawer base shall be 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 roller channel to enable smooth movement. The drawers shall be synchronized locked with central locking mechanism by one single key. All the size shall have the tolerance of upper and lower deviation of ± 10mm for board & ± 0.2mm for metal. The vendor to submit drawing to interior architect with samples of the veneer and polish for approval.</p>	Nos	1	
12	<p>Supplying & placing storage unit with an overall size 2000mm LX 400mm DX 750mm H. The storage shall be made up of Plyboard conforming to IS 303 with approved laminate and finish as per approved shade. The top shall be 18mm thick and all other profile i.e. side, shutter, shelf, skirting shall be 18mm thick. The back to be 8mm thick. The edges shall be sealed with 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 storage shall have 1 nos. of adjustable shelf and 2 nos. of door shutters shall be provided for opening and closing the storage. The shutter shall be operated with concealed crank hinge with Al die cast handle as well as suitable lock mechanism. To protect the wall from kicks, abrasion and serve as a decorative moulding, skirting shall be provided at bottom. There shall be buffers provided at the bottom to avoid scratches on the floor.</p>	Nos	1	
13	<p>Supplying & placing storage unit with an overall size 5900mm LX 450mm DX 750mm H. The storage shall be made up of Plyboard conforming to IS 303 with approved laminate and finish as per approved shade. The top shall be 18mm thick and all other profile i.e. side, shutter, shelf, skirting shall be 18mm thick. The back to be 8mm thick. The edges shall be sealed with 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 storage shall have 1 nos. of adjustable shelf and 2 nos. of door shutters shall be provided for opening and closing the storage. The shutter shall be operated with concealed crank hinge with Al die cast handle as well as suitable lock mechanism. To protect the wall from kicks, abrasion and serve as a decorative moulding, skirting shall be provided at bottom. There shall be buffers provided at the bottom to avoid scratches on the floor.</p>	Nos	1	

14	<p>Supplying&placingstorageunitwithanoverallsize3300mmLX450mmDX750mm.H.The storageshallbemadeupofPlyboardconformingtoIS303withapprovedlaminatelandfinish as per approved shade. The top shall be 18mm thick and all other profile i.e. side, shutter, shelf,skirting shall be 18mm thick.The back to be 8mm thick.The edges shall be sealed with thinstripof impermeablePVC thatiscuttofitthesizeof boardpanel anddulypastedwiththe assistance of edge banding machine at 200 degree Celsius. The storage shall have 1 nos. of adjustable shelf and 2 nos. of door shutters shall be provided for opening and closing the storage. The shutter shall be operated with concealed crank hinge with Al die cast handle as well as suitable lock mechanism. To protect the wall from kicks, abrasion and serve as a decorativemoulding,skirtingshallbeprovidedatbottom.Thereshallbepuffersprovidedatthe bottomtoavoidscratchesonthefloor.</p>	Nos	1	
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NOTE: Bidder to upload to upload Annexure-I with ATC confirming compliance with the requirement.

ATC

1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

2. Service & Support

-Availability of Service Centres: Bidder/OEM must have a Functional Service Centre in the State of each Consignee's Location in case of carry-in warranty.

-Dedicated /toll Free Telephone No. for Service Support: BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

-Escalation Matrix for Service Support: Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

3. Warranty

Warranty period of the supplied products shall be 1 years from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The seller should guarantee the rectification of goods in case of any break down during the guarantee/Warranty period. Seller should have well established Installation, Commissioning, Training, Troubleshooting and Maintenance Service group in INDIA for attending the after sales service. Details of Service Centres near consignee destinations are to be uploaded along with the bid.

4. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

Bidders shall quote only those products in the bid which are not obsolete in the market and has at least 3years residual market life i.e. the offered product shall not be declared end-of- life by the OEM before this period.

5. Generic

Experience Criteria: The Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization /PSU / Public Listed Company for 3 years before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the year. In case of bunch bids, the primary product having highest value should meet this criterion.

6. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied furniture Category Products for 80% of bid value, in at least one of the last three financial years (2021-2022, 2022-2023 & 2023-2024) before the bid opening date to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts with Completion certificate (In case of supplied through GEM than submit the CRAC of Contract) to be submitted along with bid documents. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

Rate should be lower than estimated value & including GST as applicable all other taxes levied by state & central Government should be bear by firm complete.

7. Generic

Upload Manufacturer authorization: Wherever Authorised Distributors are submitting the bid, Manufacturers Authorisation Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid.

8. Financial Criteria

NET WORTH: Net Worth of the OEM should be positive as per the last audited financial statement.

9. Buyer Added Bid Specific ATC

Company should have following Certificates...

AIOTA FOR OFFICE FURNITURE and AIOTA FOR SEATING SYSTEM Checked will be on Valid website https://aiota.org/ergonomic_certification.

The bidder or the OEM of the offered products must have ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 & ISO 50001:2018 (APPROVED BY NABCB) certifications.

CII membership certificate.

IGBC AND BIFMA MEMBERSHIP CERTIFICATE from last five years.

GRIHA CERTIFICATE for Chair and Office Desk Checked will be on valid website

www.grihaindia.org.com

BIFMA Test report of any Chair and Steel Table product category must be tested by BIFMA certified Lab agencies – CDG/IN/ORI/SCS Global/SGS. Note:- Consider only test report, not listed product on BIFMA website.

All Certificates and documents uploaded along with Bid documents.

10. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

11. Evaluation of Technical Bid Process:

Stage – 1:

Technical bid document verification will be done as per our bid requirement. If bid documents are in order, a letter/email will be sent to qualified bidders in the evaluation stage for a sample (as per our technical specification) demonstration at IIT Jodhpur. The qualified bidders will be required to demonstrate the samples (as per our technical specification) at IIT Jodhpur within 07 days at their own cost from the date of email/letter on their own cost for evaluation of quality & design of bid items. Based on the documents and sample evaluation, the final result of the technically qualified bidders will be uploaded.

Stage – 2:

Based on the sample evaluation committee report. the successful bidders will be notified of the opening of the financial bid, and the financial bids will be opened

FORMAT FOR MANUFACTURER'S AUTHORISATION LETTER TO AGENT (on letter head)

Ref. No.

Date:

To,
The Director
Indian Institute of Technology Jodhpur
NH-62, Nagaur Road, Karwar, Jodhpur-342030.

Sub.: Authorization Letter.

Dear Sir,

We, _____, who are established and reputed manufacturers of _____, having factory at _____, hereby authorize M/s. _____ (name & address of Indian distributor / agent) to bid and conclude the order with you for the above goods manufactured by us.

We shall remain responsible for the tender / contract / agreement by the said M/s. _____, jointly and severely.

We ensure that we would also support / facilitate the M/s _____ on regular basis with technology / product updates for up-gradation / maintains / repairing / servicing of the supplied goods manufactured by us, during the warranty period.

In case duties of the Indian agent / distributor are changed or agent / distributor is changed it shall be obligatory on us to automatically transfer all the duties and obligations to the new

Indian Agent failing which we will ipso-facto become liable for all acts of commission or omission on the part of new Indian Agent / distributor.

Yours faithfully,

[Name & Signature]

for and on behalf of M/s. _____ [Name of manufacturer]

Note: This letter of authorisation should be on the letterhead of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer. A copy of notarised power of attorney should also be

furnished.

Only manufacturer(s) or their sole authorized distributor / agent are eligible to bid. Authorization letter in the prescribed format (*Annexure - II*) from Original Equipment Manufacturer (OEM) in favour of authorized Agent to bid / conclude the order against this tender, must be enclosed with technical bid.

DECLARATION SHEET

We, _____ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product updates and extend support for the warranty.

The prices quoted in the financial bids are subsidized due to academic discount given to IIT Jodhpur.

We, further specifically certify that our organization has not been Debarred/Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years and that there is no enquiry going on by CBI/ED/any other Govt. agency against the firm.	NAME & ADDRESS OF THE Vendor/ Manufacturer / Agent
1 Phone	
2 Fax	
3 E-mail	
4 Contact Person Name	
5 Mobile Number	
6 GST Number	
7 Kindly provide bank details of the bidder in the following format: a) Name of the Bank	
b) Account Number	
c) Kindly attach scanned copy of one Cheque book page to enable us to return the EMD to unsuccessful bidder	

(Signature of the Tenderer)

Name:

Seal of the Company

Certificate of Guarantee/Warranty (on letter head)

I / We certify that the guarantee / warranty shall be given for a period of 1 (One) Years starting from the date of the satisfactory supply, installation and fixing over of the Furniture and the work completed under the contract. During the guarantee / warranty period, I / we shall provide the “after sale service” and the replacement of defective / or any part(s) of the furniture or rectification of defects of work of the furniture will be free of cost. The replacement of the parts shall be arranged by us, at our own cost and responsibility. We undertake that the above guarantee / warranty shall begin only from the date of successful installation. The benefit of change in dates of the guarantee / warranty period shall be in the interest of the user / your organization.

I / We shall try to repair the furniture at Institute premises. However, in case it is not possible to repair the Furniture at Institute premises, we will take out the Furniture to our site on our own expenses. We shall take the entire responsibility for the safe custody and transportation of the Furniture taken out for repairs till the Furniture is rehabilitated to the Institute after repair. If any loss of Furniture occurred during our custody, we will restore it / compensate to Institute for such losses.

I / We guarantee that in case we fail to carry out the maintenance work within the stipulated period, the Institute reserves the right to get the maintenance work carried out at our risk, cost and responsibility after informing us. The expenses of the same shall be recoverable from us with / without interest in accordance with the circumstances.

I / We guarantee that the Timely Servicing/rectification of defects during warranty period: After having been notified of the defects/ service requirement during warranty period, Seller has to complete the required Service / Rectification within 15 days time limit. If the Seller fails to complete service / rectification with defined time limit, a penalty of 0.5% of Unit Price of the product shall be charged as penalty for each week of delay from the seller. Seller can deposit the penalty with the Buyer directly else the Buyer shall have a right to recover all such penalty amount from the Performance Security (PBG).Cumulative Penalty cannot exceed more than 10% of the total contract value after which the Buyer shall have the right to get the service / rectification done from alternate sources at the risk and cost of the Seller besides forfeiture of PBG. Seller shall be liable to re-imburse the cost of such service / rectification to the Buyer.

I / We guarantee to the effect that before going out of production of the spare parts, we will give the adequate advance notice to Institute so that Institute may undertake to procure the balance of the life time requirements of the spare parts.

List of Govt. Organization/Deptt.

List of Government Organizations for whom the Bidder has undertaken such work during last three years (must be supported with work orders)		
Name of the organization	Name of Contact Person	Contact No.

Name of application specialist / Service Engineer who have the technical competency to handle and support the quoted product during the warranty period.		
Name of the organization	Name of Contact Person	Contact No.

The OEM/ authorized distributor / agent must be successfully completed at least 3 similar orders in IITs/ IISER/CSIR/IISc during last 3 years. Copy of Purchase order must be attached with technical bid.

Signature of Bidder

Name: _____

Designation: _____

Organization Name: _____

Contact No. : _____

MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER

Date: / /

To
The Director
Indian Institute of Technology Jodhpur
NH 62 Nagaur Road Karwar 342030

Sub: Authorization for release of payment / dues from Indian Institute of Technology, Jodhpur through Electronic Fund Transfer/RTGS Transfer.

1. Name of the Party/Firm/Company/Institute:

2. Address of the Party:

City_____Pin Code_____
E-Mail ID_____Mob No:_____
Permanent Account Number_____

3. Particulars of Bank:

Bank Name:		Branch Name:	
Branch Place:		Branch City:	
PIN Code:		Branch Code:	
MICR No.:			

(9 Digit number appearing on the MICR Bank of the Cheque supplied by the Bank, Please attach a Xerox copy of a cheque of your bank for ensuring accuracy of the bank name , branch name and code number)

IFS Code:(11 digit alpha numeric code)																	
Account Type		Savings				Current						Cash Credit					
Account Number:																	

DECLARATION

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold Director, Indian Institute of Technology Jodhpur responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS Transfer.

Place: _____

Date: _____

Signature & Seal of the Authorized Signatory of the Party

Certified that particulars furnished above are correct as per our records

Bankers Stamp:

Date: _____

Signature of the Authorized Official from the Bank

N.B: Please fill in the information in CAPITAL LETTERS, computer typed; please TICK wherever it is applicable.

INDIAN INSTITUTE OF TECHNOLOGY JODHPUR COMPLIANCE SHEET (to be submitted in .PDF)			
<u>IMPORTANTNOTE</u> THIS STATEMENT SHOULD BE DULY FILLED AND ENCLOSED WITH QUOTATION.NONRECEIPT OF THIS STATEMENT OR INCOMPLETE DETAILS PROVIDED WILL LEAD TO REJECTION OF TENDER			
Tender Enquiry No:			
S. No.	Commercial Aspects	IITJ Terms	Response of the Vendor
1.	Terms of Delivery	FOR IIT Jodhpur	
2.	Terms of Payment	After successful delivery, installation and fixing	
3.	Mode of Payment	Online Transfer	
4.	Bank Details for making Payment	To be enclosed	
5.	Validity of Quote	180 days from the date of opening of the Tender	
6.	Name of Manufacturer	Name & complete address of the Manufacturer	
7.	Currency in which quoted	INR	
8.	Delivery Period	30 days from effective date of Contract	
9.	No. of Lots	01 lot	
10.	Installation/Supply	IIT Jodhpur, Karwar	
11.	Earnest Money Deposit (EMD)	Rs. 55,800/- (BG/FD/DD)	
12.	Warranty	1 Years	
13.	Liquidated damages (mandatory requirement, if not accepted quotation will not be considered)	(0.5% of per Week maximum upto 5% of the contract value)	
14.	Order to be placed on	complete address with contact details of the supplier	
15.	Name & Address of the Firm:		
16.	All the pages of the tender documents to be numbered in numeric (eg. 1,2,3....)		

17.	Compliance (choose any one)	We hereby accept all the terms & conditions/instructions of the tender. Or We hereby accept all the terms & conditions/instructions of the tender except the one mentioned in separate sheet (mention the non- compliance conditions in separate sheet)	
18.	PBG (Duration of PBG required 38 Months)	The successful bidders shall submit the PBG @5% of the total work order/contract value in the form of DD/BG/FD.	
19.	Signature &Name of the authorised signatory with stamp of the firm:		

Signed & stamped compliance sheet of the technical specification of the goods with technical printed literature along with Bill of Material (BoM) mentioning all the terms & conditions clearly, must be enclosed with the technical bid.

