



# NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

Ravangla Campus

Barfung Block, Ravangla Sub Division, South Sikkim-737139

Tender No:56/Academic/NITS/DICSA/FURNITURE/17-18/dinning Chair and table

Date: June 17, 2017

**Sub: Notice Inviting tender for supply of Hostel Mess Chair and Stainless Steel Dining Table at NIT Sikkim, Ravangla Campus, South Sikkim from reputed and registered furniture/ canteen furniture manufacturer / Dealer**

Sl No	Details	
1	Tender Floating Date	June 17, 2017
2	Tender receive Closing Date	July 12, 2017 (05:00 pm)
3	Tender Opening Date	To be notified to bidders after closing of tender by email.
4	Tender and EMD Fees type	Demand Drafts in favour of "The Director, NIT SIKKIM" payable at State Bank of India, Ravangla Branch (IFSC SBIN0007218)
5	Tender Fees (non refundable)	₹ 1000 /- (non-refundable)
6	EMD for Dining Chair (non-interest bearing)	₹ 25000/-
7	EMD for Dining table (non-interest bearing)	₹ 35000/-
8	EMD for both (non-interest bearing)	₹ 60000/-
8	Tender document to be send to	Dean In Charge (Student Affairs) National Institute of Technology Sikkim Barfung Block, Ravangla Sub-division South Sikkim, Sikkim PIN 737 139, INDIA
9	For any Clarification	<i>e-mail:- fisa.nitsikkim@gmail.com</i>

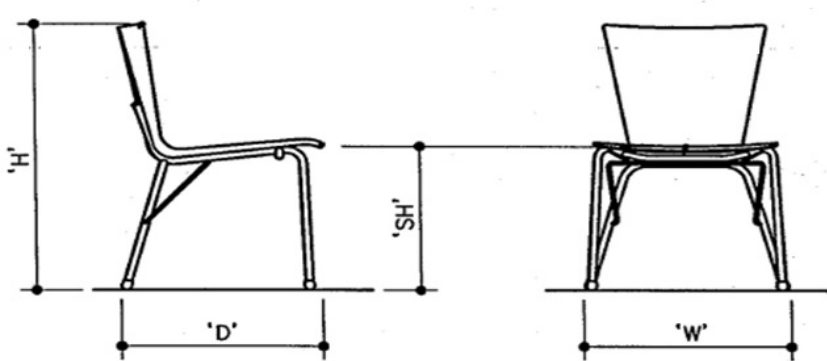




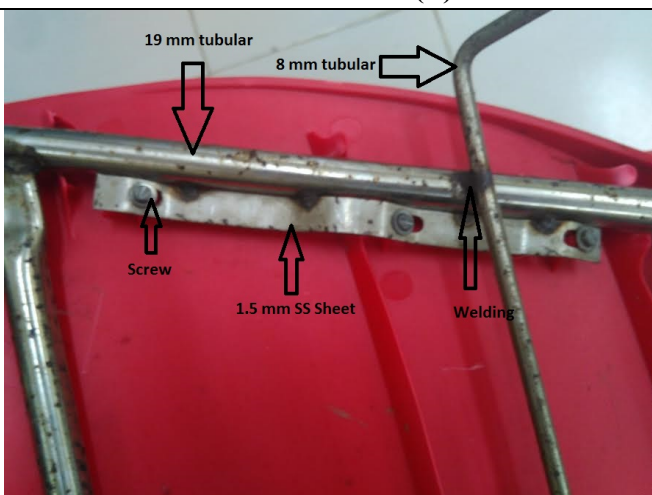
You are requested to submit your competitive bids on the basis of below details. Bidder must send Eligibility criteria supporting documents with the Technical Bid and Financial bid in separate two sealed envelope and all two again put in another one sealed envelope. Other terms & Conditions, eligibility criteria remain as below. Authorized furniture dealers/manufacturers are invited to submit their bids on the basis of the following details. Technical & financial bids must be submitted in separate sealed envelope. The technical bid must also contain the supporting documents that fulfil eligibility criteria. All furniture will be use in NIT Sikkim for educational purpose only. It is mandatory to write email ID of bidder on the envelope for any communication.

**Please note that for any query you please write through email to given email ID. Any kind of phone call or personal visit will not be entertained. If any kind of such activities are observed their tender will be terminated without assigning any reason.**



The detail technical specifications of Dining Chair (200 piece) and stainless steel dinning table (25 piece) for Hostel Mess required Number of quantity:

## Technical Specification for Dinning Chair (200 piece)

Drawing of the Chair a side view & front view		
		
<p>WIDTH (W): 53.0 CM. DEPTH (D): 50.0 CM. HEIGHT (H): 81.5 CM. SEAT HEIGHT (SH): 42.0 CM.</p>		
<p>THESE DIMENSIONS ARE PRODUCT OUT TO OUT DIMENSIONS &amp; VARIATIONS WITHIN <math>\pm 1.0</math> CM. ARE NORMAL</p>		
Sample design of Chair and [Front (A) and Back (B)]	Under structure (C)	
		
Under structure (D)	Under structure (E)	
		



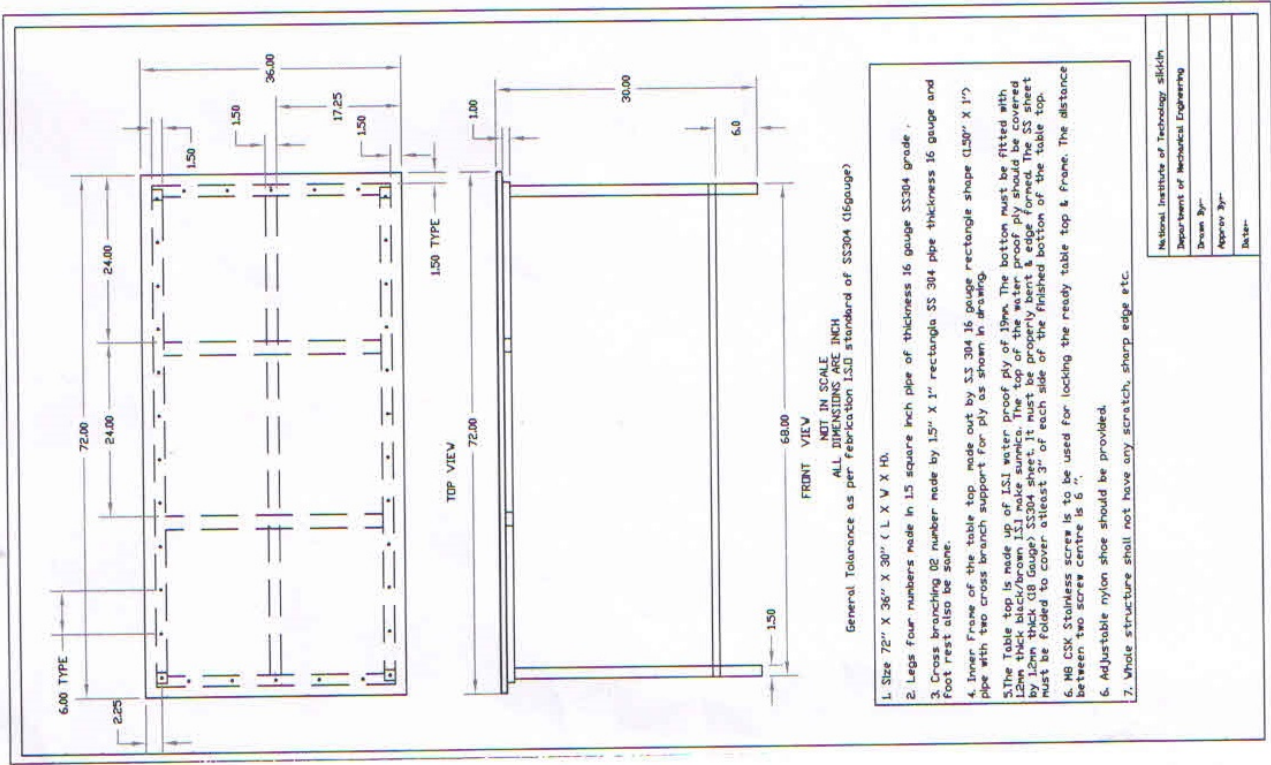
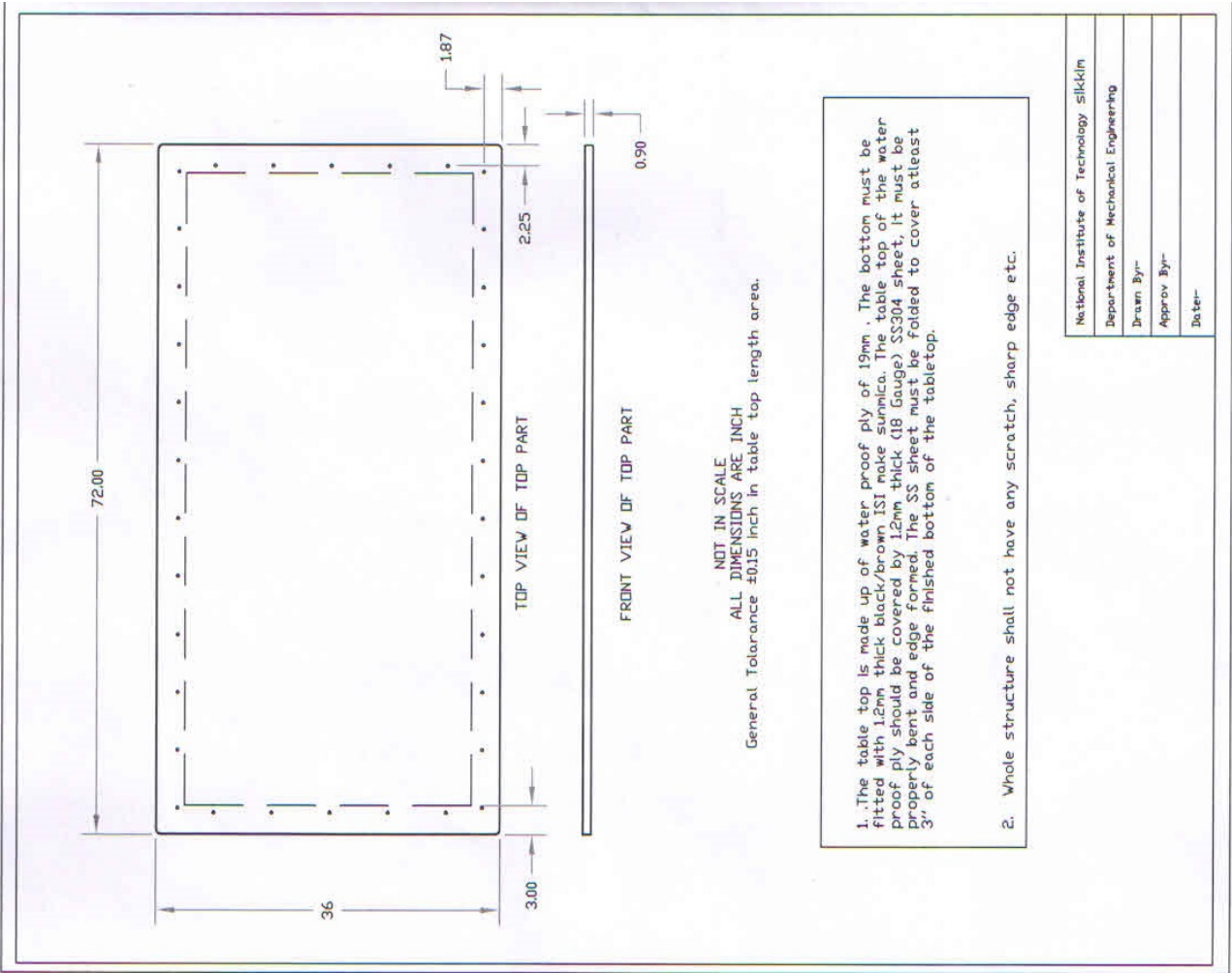
- 1. Seat/back Shell:** The seat/back is one piece injection moulded in polypropylene with indoor grade. Approximate seat size: 46.0 cm (W)×38.0cm (D). Approximate back size: 41.0 cm (W)×40.0 cm (H). Thickness of moulded sheet: 5.0 mm. Colour: Blue
- 2. Tubular under structure:** The tubular under structure is fabricated from [(19 mm±0.2 mm)× (1 mm±0.8 mm)] thick. SS202 grade tube welded together with SS connecting rod of size 8mm. The under structure is provided with black PP injection moulded ferrules.
- 3. The shoes** are made of high impact strength poly propylene polymer compound with indoor grade UV resistance and pressed fitted with tubular frame

## Technical Specification for Dinning Table (25 piece)

1. Size: 72"×36"×30"(L×W×H)
2. Leg four numbers made in 1.5" square pipe of thickness 16 gauge stainless steel SS 304 grade.
3. Cross branching 02 number made in 1.5"×1" rectangle stainless steel 16 gauge pipe SS 304 grade for support and foot rest also be same.
4. Inner frame of the table top made out by SS 304 grade 16 gauge rectangle shape (1.5"×1.0") pipe with two cross branching support for ply as shown in drawing.
5. The table top shall be made up of water proof 19 mm ISI make ply. The bottom must be fixed with 1.2 mm thick black/brown ISI make sunmica. The top of the water proof ply should be covered by 1.2 mm (18 gauge) thick SS 304 sheet. It must be properly bent & edge formed. The stainless sheet must be folded to cover at least 3" of each side of the finished bottom of the table top.
6. M8 CSK stainless steel screw has to be used for locking the ready table top & frame. The distance between two screw centers shall be 6".
7. Adjustable nylon shoe should be provided.
8. Whole structure shall not have any scratch, sharp edge etc.
9. Table top stainless steel sheet shall be well polished glossy finish.

**Detail drawing of table in next page**







## Technical Bid

### Eligibility Criteria:

1. Tender no, Subject, due date contact details on envelop.
2. Tender received as sealed envelope on or before due date.
3. Separate Eligibility criteria supporting documents, Technical and Financial Bid
4. Contact Nos. Mobile no / E-mail IDs of Authorized persons of the bidder must be given
5. Tender Fees as DD.
6. Separate DD for EMD.
7. **The copy of valid (a) Firm registration certificate (b) Trade License (should be valid for financial year 2017-18)(c) VAT / CST / E-Cess Registration Certificate; (d) PAN of the Firm (in case of Proprietary firms, PAN of the sole owner); (e) ISI certificates (for material) issued by the Bureau of Indian Standards for the furniture; (f) Copy of Membership certificates of recognized organizations / associations of furniture manufacturers (eg. BIIFMA). For documents (a), (b) and (c) documents must be in furniture manufacturing business. Documents showing other business will not be accepted and the technical bid will be rejected.**
8. Quotation according to Tender specification.
9. Warranty declaration of minimum THREE (03) years from date of delivery and installation.
10. **Certificate of authorized dealer/supplier/manufacturer for quoted furniture.**
11. Technical Bid must be reported with detailed drawing details with dimension, specification, photos and manufacture catalogue of the required items. **Mere declaration of complying with specification will not be accepted. Specification must be sustained in catalogues.**
12. Clearly mention of differences if specification differ from NIT Sikkim's specification.
13. Winning bidder must furnish a declaration with bid for delivery of the furniture within 45 days from date of confirmation of the Order. If, the bidder fails to deliver the product, Liquidity damage will be levied as per terms stated below.
14. **Declaration with authorized signature regarding willingness of providing of PBG and Liquidity damage.**
15. **Contact Nos. Mobile no / E-mail IDs of Authorized persons of the bidder must be given on each envelope.**
16. Signature and seal on each tender document pages by authorized person of the bidder.
17. **The vendor should be an authorized and established furniture supplier with track record of 2 years of supply of furniture/ canteen furniture to central/state Govt. body or autonomous Institutes.**

### Other Terms and conditions

1. Any manufacturer, authorized dealer can participate in bid provided the specialization is for office, home canteen furniture. .
2. **Components must be ISI certified and clearly mentioned supporting documents must be attached.**
3. **Approval of goods:** Financial bid or even order may be cancelled or delivered furniture may be not be accepted fully or partially at any time if found that furniture specification differ from NIT Sikkim's mentioned specification and differences / departures not yet informed to NIT Sikkim with Technical Bid. If found differences after payment then PBG value may be forfeited and will not refunded to bidder.
4. If technical specification differ then bidder must inform as separate document to NIT Sikkim with technical bid. This document can not include/merged with technical specification.
5. **Validity:** Bids shall remain valid for 180 days from date of the Tender closing Date.
6. **Counter Conditional tenders strictly not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Conditions mentioned in the tender bids submitted by vendors will not be binding on NIT SIKKIM. If bidder have any condition, then request not to submit bid.
7. **F.O.R. NIT Sikkim:** The quoted price must include the transportation and installation up to NIT Sikkim Ravangla campus and successful bidders have to supply Freight on Receipt (FOR) basis at NIT Sikkim.
8. **Delivery Period:** Delivery period for all items must be made **within 45 working days** after issuing of Purchase order. Otherwise, Liquidity damage will be levied.



9. Any applicable taxes only may be extra and must include with financial bid. In case of applicability of GST as notified by Govt. of India shall apply and the vendor must provide valid GST registration certificate/document.
10. Quotations may either be in (a) letter head or (b) as annexure on white page but duly stamped by the authorized signatory along with a forwarding letter on letter head.
11. Only invoices with serial numbers and printed with TIN No. shall be accepted.
12. Payment shall be made only after the delivery and installation of the goods & supplies against the Purchase Order from time to time.
13. Responsibility of ensuring quality and specification lies with the supply firm. The firm must get the sample dining Chair and stainless steel dining table approved by the committee and then supply the Dining Chair and stainless steel dining table.
14. **Clarifications:** For any clarification you may please contact [fisa.nitsikkim@gmail.com](mailto:fisa.nitsikkim@gmail.com)
15. **Payment condition:** 100% payment after delivery and successfully installation. If PBG is not received from supplier then 10% of PO value shall be deducted from the bill and kept as security deposit.
16. Packing, forwarding and transportation charges should be inclusive in the price. For any damage/loss during the transit, supplier will be solely responsible and damaged furniture must replace by supplier at their own cost.
17. **Performance Bank Guarantee (PBG):** Non interest bearing @10% of the value of PO to be submitted to NIT Sikkim by the supplier along with delivery of material and invoice within 15 days from delivery as PBG. If failed, equivalent amount will be deducted from PO value and after deduction balanced will be paid to supplier. Validity of PBG will be up to 60 days after expiry of warranty period.
18. **Way Bill:** If supplier need way bill from NIT Sikkim, then should provide Proforma Invoice at least 2 week before of delivery to avail the way bill on time from NIT Sikkim.
19. **Liquidity damage:** In case of failure in supply and installation within the specified period or parts of material, liquidity damage shall be charge at the rate of 2% per month.
20. If supplier fail to delivery Dining Chair and stainless steel dining table on time, NIT Sikkim may cancel full order or part of the order and EMD value may be forfeited. NIT Sikkim may purchase dining Chair and stainless steel dining table from other bidder as per its decision.
21. **Warranty/Guarantee & On-site skill support:** Three years onsite comprehensive OFM warranty from the date of successful installation and commissioning. The firm has to guarantee (declaration with bid) supply of spares for a minimum of period of 10 years. The OFMs/Authorized Distributors and Dealers must attach certificate about their after sales and service facilities, escalation support for on-call on-site service or station technician etc.
22. **Service:** Response to ensure quality of services, the deputed technician from the OFM/Vendor shall have a minimum of 2 years of experience in the relevant field and must be in the payroll of the OFM/Vendor.
23. **Acceptance of Tender:** The Authority of NIT Sikkim does not bind itself to accept the lowest priced bid and reserves the right to reject any or the entire tender bids received without assigning any reason thereof.
24. **Extra Features:** If the bidder provides any other extra features on the material/specification which are not mentioned in the tender product specifications, then that shall be highlighted in clear terms, with documentary evidence/literature.
25. The Institute does not bind itself to offer any explanation to those bidders whose technical bids have not been found acceptable by the Technical Evaluation Committee of the Institute.
26. Signed copy of the tender document, with company seal, agreeing to the terms & conditions and declaration.
27. **Opening of Price Bids:** The Price Bid(s) of only those vendor(s) will be considered who are found technically qualified.
28. Tenderer or his/her authorized representative (with proper authorization letter for attending opening of technical bids and also for opening of price bids) may choose to be present at the time of opening of Technical Bids/Price Bids.
29. The Director of NIT Sikkim may accept or reject any or all the bids in part or in full without assigning any reason and does not bind himself to accept the lowest bid. The Institute at its discretion, may change the quantity/upgrade the criteria/drop any item or part thereof at any time before placing the Purchase Order.
30. A bid submitted with false information will not only be rejected but also the OFM/vendor will be debarred from participation in future tendering process of NIT Sikkim.
31. The OFMs/Vendors need to submit a certificate with the technical bids that they are not currently debarred or blacklisted in NIT Sikkim for any supplies, products or services, or at present in any national organization or educational institute/university.



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32. In case of any dispute, the decision of the Director of this Institute shall be final and binding on the bidders.
33. In case the due date for opening tender happens to be a holiday, the same will be opened on the next working day. The timings will however remain unchanged.
34. **Credential of supply of similar furniture in last two years to central Govt. / autonomous body must be enclosed. Preferably credential for items supplied to canteen/mess of educational Institute like IITs/NITs/IISERs/ nationally reputed research Institute shall be enclosed. Bids of suppliers without credential may not be considered. Copies of POs/documents supporting suppliers shall be given. Value of single orders in a year must be more than five lakh in each year. Value of order must be minimum five lakh in each case.**
35. The drawing, specification etc. are provided with this tender document. The bidder have to read and understand carefully and in case of any doubt/suggestion have to contact undersigned through email only for clarification. The successful bidder have to resubmit the fair design and drawing and have to get approved from the committee before starting manufacturing.

We look forward to receiving your rate quotations and thank you for your interest.

With approval of the competent authority, issued by

**Dean In Charge (Student Affairs)**

**National Institute of Technology Sikkim**

**Ravangla, South Sikkim- 737139**

**Email: fisa.nitsikkim@gmail.com**



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## Format for submission of Technical Bid

To be submitted by bidder

### Format for Profile of the bidder

Sl No.	Particulars	Please Fill-in	Reference remarks if any	No/
01.	Name of the Firm			
02.	Address			
03.	Name of the contact person: Designation: Address Mobile no.: E-mail ID:			
04.	Month and Year of Establishment of Firm*			
05.	Whether the firm is Proprietary / Partnership Firm / Private Ltd. / Public Ltd. / Others.			
06.	Name(s) and addresses of Proprietor / Partners / Directors			
07.	Number of years of experience in this field*			
08.	Annual Turnover during last three years* (Enclosed audited financial statement or certificate(s) from Chartered Accountant 2016 – 17: 2015 – 16: 2014 – 15: *Turnover must be more than 20 lakh each year			
09.	Registration Number of the Firm*			
10.	PAN number of the firm or Proprietor*			
11.	Trade License (should be valid for financial year 2017-18) for furniture business			
12.	Other desired documents as mentioned in pt 7 of technical			

**\*All fields are mandatory to fill with the copy of duly signed.**

### Detail of Demand Draft submitted for EMD and tender fees:

Sl. No.	DD no	Date	Amount	Submitted for	In favour of





**Technical Specification in details for Chair and Dinning table separately (Mere declaration of complying with specification will not be accepted.):**

Sl. No.	Furniture Name	Specification	Qty	Photo and Drawing of the Dinning Chair and stainless steel dinning table must provide by bidder
1	Dinning Chair (200 pc)	It is mandatory to mention the details of the specification with design. "As per specification "will not be considered.	As desired in tender document	
2	stainless steel dinning table (25 pc)	It is mandatory to mention the details of the specification with design. "As per specification "will not be considered.	As desired in tender document	

Signed by

(Name)

Authorised Signatory of M/s ..... (Bidder)

Official Stamp

Date and Place



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## **Financial Bid (will be considered for technically qualified bidder)**

### **To be submitted by bidder**

Sl. No.	Furniture Name	Qty	Unit Price (₹)	Tax with %	Total Unit Price (₹)	Total Price (₹)	Ecess (1%)	Grand Total F.O.R NIT Sikkim (₹)

## **Proforma for Direct Payment/Transfer to Bank Account by NIT Sikkim**

### **To be submitted by bidder**

Sl. No.	Particulars	Information
1	Firm (Beneficiary) Name	
2	Please enclose a cancelled cheque and copy of PAN card. Cancelled cheque & PAN card is to be submitted only once	
3	Complete Bank Account No. of the Firm [beneficiary]. [in case of change in bank account vendor should write to Account Office]	
4	Bank Name	
5	Bank Address	
6	IFSC Code no	
7	Mobile no (for SMS)	
8	Email ID (for information)	

We undertake that all information provided above is correct and NIT Sikkim will not be responsible in case of any error on the part of firm.

Note: This Proforma shall be enclosed with price bid

**[Seal and Signature of the firm]**



**Undertaking form to be submitted with the technical part**

**To**

**The Director**

**NIT Sikkim**

**Sub.:** Undertaking for *Tender No:56/Academic/NITS/DICSA/FURNITURE/17-18/Dinning Chair and table Date: May 20, 2017*

Dear Sir,

This is to undertake that I / We, owner(s) of M/s ....., of (name of city) have read the above mentioned Tender document and have fully understood the points and their implications. We undertake that if I / We am / were given the contract, I / We will abide by all the terms and conditions of the Tender in letter and spirit.

Signed by

(Name)

Authorized Signatory of M/s ..... (Bidder)

Official Stamp

Date:

Place: