

**भारतीय प्रबंध संस्थान रायपुर**

**INDIAN INSTITUTE OF MANAGEMENT RAIPUR**

आई.आई.एम., रायपुर में कक्षा के फर्नीचर आइटमों  
की आपूर्ति और स्थापना के लिए ई-निविदा  
दस्तावेज।

e-Tender Document for Supply and Installation of  
Classroom Furniture Items at IIM Raipur

(सी.पी.पी.पी (https://eprocure.gov.in/cppp/) के माध्यम से ऑनलाइन निविदा

Online tendering through CPPP (https://eprocure.gov.in/cppp/)

**भारतीय प्रबंधन संस्थान रायपुर**

अटल नगर, पी ओ - कुरु (अभनपुर),

रायपुर - 493 661, छत्तीसगढ़

वेबसाइट: <http://www.iimraipur.ac.in/>

**Indian Institute of Management Raipur**

Atal Nagar, P. O. - Kurru (Abhanpur), :

Raipur – 493 661, Chhattisgarh

Website: <http://www.iimraipur.ac.in/>

## विषय-सूची

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**निविदा आमंत्रित सूचना**  
**NOTICE INVITING TENDER**

आई.आई.एम., रायपुर में कक्षा के फर्नीचरो की आपूर्ति और स्थापना के लिए दो बोली प्रणाली- तकनीकी बोली (भाग- I) और वित्तीय बोली (भाग- II) के तहत प्रतिष्ठित और अनुभवी एजेंसियों से आई.आई.एम., रायपुर ई-टेंडर (CPP पोर्टल के माध्यम से ऑनलाइन निविदा) आमंत्रित करता है।

IIM Raipur invites e-tender (online tender through CPP Portal) from reputed and experienced agencies under two bid system Technical Bid (Part-I) & Financial Bid (Part-II) for supply and installation of classroom furniture items at IIM Raipur.

अनुसूची और निविदा के अन्य विवरण निम्नानुसार हैं:

The schedule and other details of Tender are as under:

Tender Name	Supply and Installation of classroom furniture Items
Tender No.	IIMR/Tender/2020/08, Dt.14.02.2020
Published Date	14.02.2020
Bid Document download start date	14.02.2020
Bid Document download end date	05.03.2020 at 03:30 PM
Last date & time for receipt of Bid	05.03.2020 at 03:30 PM
Site visit including pre-bid query (if any)	From dt. 17.02.2020 to 28.02.2020 (Time 10:00 am to 04:30 pm) in working days only
Date of Opening of Technical Bid	06.03.2020 at 03:35 PM
Date of Opening of Financial Bid	To be intimated later
Tender Fee (Non-refundable)	Rs.1,500/- (Rupees Fifteen Hundred only) plus 18 % GST
EMD (Earnest Money Deposit)	Rs.3,00,000/- (Rupees Three Lakh Only)
Performance Bank Guarantee	10 % of the total order value which will be valid for 60 days beyond the expiry period of warranty (03 years)
Location of the work	IIM Raipur, Atal Nagar, P. O. – Kurru (Abhanpur), Raipur – 493 661, Chhattisgarh
Completion period	Within 30 days from date of Work Order
Contact Person Name	Mr. Ashwani Bhardwaj (Sr.SPO) : 9179858388,0771-2474-705

This tender document containing eligibility criteria, scope of work, terms and conditions, specification and other documents, can be seen/downloaded at/from the Central Public Procurement (CPP) Portal <https://eprocure.gov.in> or Indian Institute of Management Raipur website: [www.iimraipur.ac.in](http://www.iimraipur.ac.in) .

This tender is required to be uploaded on the website <https://eprocure.gov.in> and no-where else as it will be opened online at this site only.

The tenderer shall deposit tender processing fees of Rs.1500/- (Rupees Fifteen Hundred Only) plus 18 % GST and Earnest Money of Rs.3,00,000/- (Rupees Three Lakh Only) through Demand Draft drawn in favour of “**Indian Institute of Management Raipur**” payable at Raipur through a scheduled bank only.

The tenderer shall sign and stamp each page of this tender document as taken of having read, understood and comply with tender, the terms and conditions contained herein.

**Manual bid/tender will not be accepted under any circumstances. Incomplete bid/documents shall be rejected without giving any reason.**

**Chief Administrative Officer**

**भाग -1: तकनीकी बोली**  
**PART-I: TECHNICAL BID**

**Supply and Installation of Furniture items at IIM Raipur**  
**आई.आई.एम., रायपुर में फर्नीचर की आपूर्ति और स्थापना**

**Terms and Conditions of Contract**

1. **Preparation and submission of Tender:** The tender should be submitted in two parts i.e. Technical Bid and Financial Bid. For submission of bids, all interest bidders have to register online on e-procurement portal. After registration, bidders shall submit their Technical Bid and Financial Bid documents online on <http://eprocure.gov.in> duly signed and sealed on each page of Tender. For details, kindly see page 21-23 of the tender: Instructions of Online Bid Submission.
2. **Earnest Money Deposit (EMD):** The tenderer shall deposit Earnest Money of Rs.3,00,000/- (Rupees Three Lakh Only) through Demand Draft drawn in favour of “Indian Institute of Management Raipur” payable at Raipur”. The Earnest money deposit will be refunded to the tenderers whose offers have not been accepted. Earnest Money Deposit of the tenderer whose offer is accepted will be kept until the time, the Bank Guarantee is not received.
3. **Bank Guarantee:** The successful tenderer will have to deposit a Bank Guarantee of 10 % of the total order value in favour of “Indian Institute of Management Raipur” payable at Raipur drawn on any Nationalized Bank/Scheduled Bank and valid for 60 days beyond the expiry period of warranty (03 years).
4. In the event of bidder backing out before actual award or execution of agreement, IIMR will have right to forfeit the EMD. In case the successful tenderer declines the offer of contract, for whatsoever reason(s) his EMD will be forfeited.
8. Intending tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders to the nature of the site / location before submitting bid. The nature of the site / location, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or effect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. Submission of tender by a tenderer implies that he has read this notice and all other contract documents has made himself aware of the scope and specifications of the work to be done.
9. The IIMR will not provide any residential space for accommodation to the Agency. The agency has to make its own arrangement for the residential accommodation to the deployed staff.
10. The IIMR is not bound to award contract at the lowest price received in the Tender and reserves the right to decide on fair and reasonable price of the services tendered for any counter offer the same to the bidders. All other terms and conditions of the

tender shall remain operative even if a counteroffer rate is offered to the bidders. IIMR reserves the right to negotiate with first lowest bidder to arrive at the fair and reasonable price. In case of first lowest is more than one, then it would be at the discretion of the IIMR.

11. **Sub-Contracting:** The contractor shall not assign, sub-contract or sub-let the whole or any part of the contract in any manner. In case of an unavoidable circumstance, the contractor shall be able to do it with the approval of the Institute. However, the job shall be sublet only to the party approved by the Institute.
12. The contractor and his employees shall comply with all norms stipulated by the Institute such as Gate Passes, Checking, Maintenance of Cleanliness, Discipline & Decency at and around the work site, Safety Precautions and Safety Regulations.
13. **Misconduct:** The conduct/characters/antecedents and proper bonafide of the workers shall be the sole responsibility of the contractor. However, the contractor should provide the necessary details of all its employees to the Institute. All the employees should be police verified.
14. The persons employed by the contractor will be the employees of the contractor and the IIMR shall have nothing to do with their employment or non-employment. Under no circumstances any liability in respect of matters connected with their employment shall be held against the IIMR and the personnel employed by the contractor shall have no right whatsoever to claim employment or other rights from the IIMR.
15. There should be no case pending with the police against the Proprietor/Firm/Partner or the Company (Agency) and the firm should not be blacklisted. An undertaking to this effect on firm letterhead should be attached.
16. None of the employees of the contractor shall enter into any kind of private work within the campus of the IIMR. Non-compliance with this provision will be deemed to be violative of the contract inviting penal action/cancellation of contract.
17. The contractor shall ensure that the personnel deployed by it are disciplined and do not participate in any activity prejudicial to the interest of the IIMR / Govt. of India / any State or any Union Territory.
18. The staff (not below the age of 18 years) employed by the contractor shall have to be medically fit and kept neat and clean. The contractor shall not employ young children as prohibited under the law/rules/regulations. A record of this will be maintained by the Contractor.
24. **Interpretation:** All the terms and conditions of contract shall be read in conjunction with all other documents forming part of this contract. Notwithstanding the subdivisions of the documents into these separate sections, every part of which shall be deemed to be supplementary to and complimentary of every part and shall be read with and into the contract.

25. **Validity:** The quoted rates must be valid for a period for 180 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.
26. In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.
27. Anyone or more the following action / commission / omission are likely to cause summary rejection of tender: Any BID/EMD received late without conclusive proof that it was delivered before the specified closing time. Any conditional bid or bid offering rebate. Any bid in which rates have not been quoted in accordance with specified formats / details as specified in the Bid Documents. Any effort by a bidder to influence the IIMR in the bid evaluation, bid comparison or contract award decision.
28. Authority of person signing document: A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to warranty, that he has authority to bind such other and if, on enquiry, it appears that the person so, signing had no authority to do so, IIMR may without prejudice to other civil and criminal remedies cancel contract and held the signatory liable for all cost and damages.
31. **Access to SITE:** The contractor shall allow unhindered access to the Institute and/or any other party or person, engaged by the Institute to work at the same site and/or to check/regulate/watch/guard/measure/inspect, solely or jointly with the contractor.
32. **Safety and Security:** Contractor shall abide by the safety code provisions as per safety code framed from time to time by the government.
33. **Work at Risk and Cost:** The institute reserves the right to get the whole or part of the work executed by some other agency at the risk and cost of the contractor if it is found that the quality and/or the progress in respect of whole or part of the work is not satisfactory.
34. **Payment of Bills:** The payment for services under this agreement/PO/WO shall be made on satisfactory completion of job contract services, through NEFT/RTGS/IMPS (online transfer). The final payment shall, however, be made only after adjusting all the dues / claims of the IIMR. Income Tax (TDS) as applicable at current prevailing rate will be deducted at source.
35. **FORCE MAJURE:** If at any time, during the continuance of this contract, the performance in whole or in part by either party, of any obligation under this contract, shall be prevented or delayed by reason of any floods, explosions, epidemics, quarantine restriction or act of God (hereinafter referred to as events), provided notice of happenings of any such eventuality is given by either party to the other within 7 days from the date of occurrence thereof, neither party shall be due to reason of such event be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non-performance or delay in performance. The operation of contract shall be resumed as soon as

practicable after such event may come to an end or cease to exist and the decision of the IIMR as to whether the operation have been so resumed or not shall be final and conclusive, provided further that if the performance in whole or in part of any obligation under his contract is prevented or delayed by reason of any such event for a period exceeding 90 days either party may at his option terminate the contract. Provided, also that if the contract is terminated under this clause, the IIMR shall be at liberty to take over from the Security Agency, the security personnel, vehicles & equipment deployed in the campus until a new security agency is appointed and commences the operation.

36. IIMR reserves the right to reject all or any tender in whole, or in part, without assigning any reasons thereof.
37. IIMR reserves the right to withdraw/relax/modify any of the terms and conditions mentioned in the tender document if it felt necessary in the benefit of the Institute.
38. The decision of the Director of IIMR will be final in all respect and will be acceptable to all the tenderers.
39. **DISPUTE SETTLEMENT & APPOINTMENT OF ARBITRATOR:**  
“All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of the Tender and the resulting agreement or the breach thereof that cannot be settled by good faith and negotiations between the parties within 60 days of the commencement of negotiations shall be settled by referring the dispute at the Director, IIM Raipur, who may either himself decide the dispute as Arbitrator or appoint some other person as Arbitrator to adjudicate the same, who shall be unconnected with IIM Raipur. The proceedings will be governed by the provisions of the Arbitration & Conciliation Act 1996. By consent of parties the jurisdiction of all other courts are excluded and the courts at Raipur alone shall have jurisdiction. The language of the Arbitration shall be English. The venue of Arbitration proceedings shall be Raipur.”
40. Procurement Rights: IIMR Reserves the right to conclude the purchase with entire or partial bill of material as mentioned in the price schedule.
41. IIM Raipur 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 IIM Raipur. The bidder is not supposed to modify the tender document.
42. Sample of item may be asked by the Tender Committee from L-1 bidder only. Bidder must provide the sample within 5 to 10 days.
43. **Other Important Conditions: -**
  - a) The bidder has to upload the relevant & readable files only as indicated in the tender documents. In case of any irrelevant or non-readable files, the bid may be rejected.
  - b) IIM Raipur reserves the right to accept or reject any or all the tenders in part or in full or may cancel the tender, without assigning any reason thereof.



- c) IIM Raipur reserves the right to relax / amend / withdraw any of the terms and conditions contained in the Tender Document without assigning any reason thereof. Any inquiry after submission of the quotation will not be entertained.
- d) IIM Raipur reserves the right to modify/change/delete/add any further terms and conditions prior to issue of purchase order.
- e) **IIM Raipur reserves the right to place repeat order upto 100% of the quantities within a period of 12 months from the date of successful completion of purchase order at the same rates and terms & conditions of work order/purchase order.**
- f) In case the bidders/successful bidder(s) are found in breach of any condition(s) at any stage of the tender, Earnest Money/Performance Security shall be forfeited.
- g) Conditional tenders will not be considered in any case.
- h) In case of doubt in material, the expenditure on testing of equipment will be borne by the tenderer.
- i) IIM Raipur shall not be responsible for any postal delay, non-receipt or non-delivery of the EMD & Tender Fee.
- j) IIM Raipur 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 IIM Raipur. The bidder is not supposed to modify the tender document.

**Chief Administrative Officer**

## Eligibility Criteria

### **Only those agencies which meet the following minimum criteria will be considered for opening of financial bid:**

1. The agency / firm shall submit the original EMD and tender fee in a sealed envelope super scribing this tender name & the name of the agency and must reach at IIMR before the last date & time for opening of Technical bid. A duly completed certificate to this effect is to be submitted as per the Annexure-I. DD will be made in favor of “Indian Institute of Management Raipur” payable at Raipur.
2. The agency/ firm should give self-declaration certificate for acceptance of all terms & conditions of tender documents. A duly completed certificate to this effect is to be submitted as per the Annexure-II.
3. The agency / firm / bidder must be OEM or Authorized representative of the concern in India. If an agent submit bid on behalf of the principle manufacturer / OEM in the same tender for the same item / product. There must be authorization letter for this tender reference issued by principal manufacturer / OEM (Authorization letter must enclose online in technical bid part to support on this).
4. Supplier Authorization Certificate- The agency/ firm/ bidder should be an authorized sales and service representative of the principle manufacturer / OEM. There must be authorization letter for this tender reference issued by principal manufacturer / OEM (Authorization letter must enclose online in technical bid part to support on this).
5. Manufacturer should have a valid factory license, EPF, ESIC for manufacturing, assembling and supply of furniture (License, EPF, ESIC number must enclose online in technical bid part to support on this).
6. The agency / firm / bidder must have a valid GST registration Certificate, BIFMA Membership Certificate, Green Guard / any Green Certification, ISO Certification (9001:2015, 14001:2015, 18001:2007) (All certificate must enclose online in technical bid part to support on this).
7. The agency/ firm / bidder should be neither blacklisted by any Government Dept., nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India. A duly completed certificate to this effect is to be submitted as per Annexure-IV.
8. Experience: The agency/ firm / bidder should have successfully completed at least three (03) similar work of supply & installation of furniture’s satisfactorily, during last five financial years in IIMs / AIIMSs/ IITs/ IISERs/ NITs/ Central funded Institute / Autonomous Institute. Certificate on successful completion of three similar assignment should also attach online in Technical bid part.

The details of the same along with supporting document are to be submitted as per the Annexure-V along with performance certificate.

9. The Annual Turnover of the bidder should be at least 4.50 Cr (Rupees four crore fifty lakh) per annum during last three financial years. Copies of audited profit & loss accounts statement are to be submitted as per the Annexure-VI.

Certified that all above information's are correct to the best of my/our information, knowledge and belief. All the attached relevant documents are duly signed, sealed and serially numbered.

Place :

Date :

**(Signature of the bidder with seal)**

## ANNEXURE – I

To  
Chief Administrative Officer,  
Indian Institute of Management Raipur  
Atal Nagar, Kurru (Abhanpur),  
Raipur -493661

### Sub: - Tender Fee & EMD Details.

Ref : - Tender No. IIMR/Tender/2019/08 Dated\_\_\_\_\_

(Notice Inviting Tender for Supply and Installation of Furniture Items at IIM Raipur)

Dear Sir,

The following DD in favour of IIM Raipur are enclosed herewith towards Tender Fee & EMD  
Detail of DD

Detail of DD	Amount	DD No. & Date	Bank Name
Tender Fee plus GST	Rs.1500/- plus 18 % GST		
EMD	Rs.3,00,000/-		

Thanking you  
Yours faithfully,  
(Authorized Signatory with Seal)

## ANNEXURE – II

To  
Chief Administrative Officer,  
Indian Institute of Management Raipur  
Atal Nagar, Kurru (Abhanpur),  
Raipur -493661

Sub: - Self Declaration Certificate

Ref : - Tender No. IIMR/Tender/2019/08 Dated \_\_\_\_\_

(Notice Inviting Tender for Supply and Installation of Furniture Items at IIM Raipur)

Dear Sir,

With reference to the above, I am/ We are offering our competitive bids for Notice Inviting Tender for Supply and Installation of Furniture Items, I / We hereby reconfirm and declare that I / We have carefully read, understood & complying the above referred tender document including instructions, terms & conditions, specifications, schedule of quantities and all the contents stated therein.

I / We also confirm that the rates quoted by me / us are inclusive of all i.e. FOR IIM Raipur, free delivery, loading, unloading, labour, fixing, installation, GST etc.

Authorized Signatory with Seal

Name:

Designation:

Contact No.:

Email ID:

Mobile Number:

Date :

Place:

**ANNEXURE – IV**

**CERTIFICATE  
(to be provided on letter head of the firm)**

I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Authorized Signatory with Seal

Name:

Designation:

Contact No.:

Email ID:

Mobile Number:

Date :

Place:

**ANNEXURE – VI**

**Annual Turnover Details**

<b>Evaluation Criteria</b>			<b>Remark</b>
<b>Bidder's Annual Turnover for last three financial years (As per the audited profit &amp; loss account statement)</b>	<b>Financial Year</b>	<b>Turnover in Rs.</b>	
	2018-19		<b>Audited profit &amp; loss account statement are to be attached along with the Annexure-VI</b>
	2017-18		
	2016-17		

Authorized Signatory with Seal

Name:

Designation:

Contact No.:

Email ID:

Mobile Number:

Date :

Place:

## ANNEXURE – V

### Work Order Details: -

S. No.	Evaluation Criteria	Name of the Client	Order No. & Date /Ref.No	Amount	Remark
1.	List of Purchase Order / Work Order where the similar type of Work executed by you during the last 5 financial years.	1.			Supporting documents are to be attached along with the Annexure-V
		2.			
		3.			
		4.			

Authorized Signatory with Seal

Name:

Designation:

Contact No.:

Email ID:

Mobile Number:

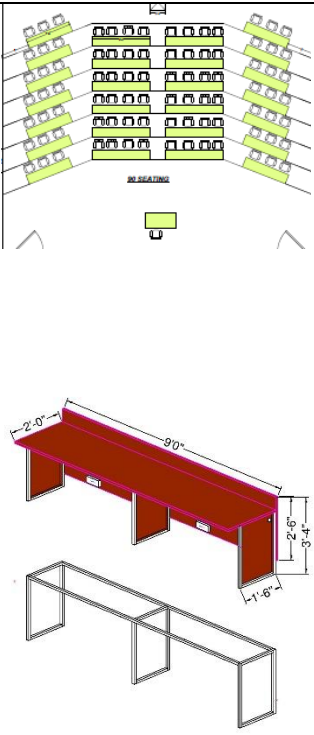

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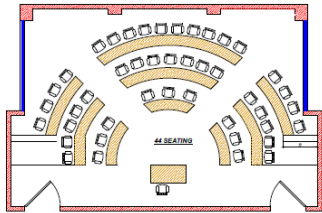
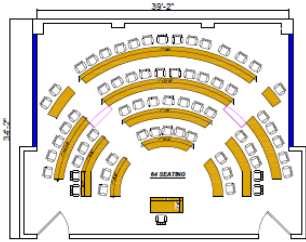
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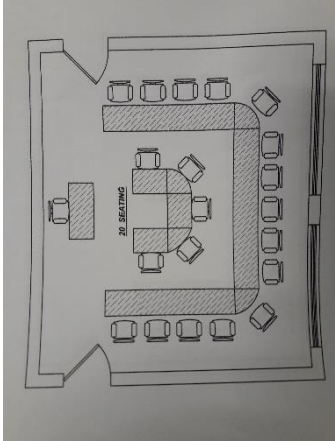



## ANNEXURE – VII

### TECHNICAL BID & SCHEDULE OF THE QUANTITY

Sl.	Item Name	Minimum Specification of items	Picture/Image	Quantity
1.	<p>Class-Table</p> <p>Location: Academic block classroom</p> <p>Each classroom seating capacity 90</p> <p>Total Number of Classrooms=04</p>	<p>Providing, joining, fixing and placing in <b>series</b>, desk made up of Wood based Partical board ISI mark.</p> <p>Structure made up of 30mmx30mm square CR pipe of 1.2mm thickness.</p> <p>Top and front panel made up of 25mm wood based prelamated partical board ISI mark with edges covered with 2mm edge band. Legs made up of 18mm wood based prelamated partical board ISI mark with edges covered with 0.8mm edge band.</p> <p>Wire management box of 18mm thick in C shape should be placed below the table top as per site condition . Good quality ISI marked switch plate with 1 switch and 2 shockets should be mounted on the box. The complete board should be tightened on the steel frame for heavy duty and long lasting. Legs will be rested in high quality adjustable buffers. There should be a provision to insert a table name plate as per seating capacity.</p> <p>Per seating Size : .68(W) x 0.75-.80(H) x .47(D) m.</p> <p>The seating arrangement will be as per attach layout</p> <p>Refer page No.21</p> <p>Colour as per buyer's choice.</p>		<p>Total 360 seating</p> <p>(90 seating capacity x 04 classrooms=Total 360)</p>
2.	<p>Class Chair Revolving without Arm</p> <p>Location: Academic block classrooms</p>	<p>The seat and backrest is made out of 12 mm multilayer hot press ply. PU foam of 60 mm thickness on seat and 50mm thickness on back and density 40kg/m<sup>3</sup>. Size of back shall be (W)-47.0cm, (H)-56.0cm &amp; size of seat shall be (W)-46.0cm x (D)-48.0cm.No gap between seat and back. Seat and back should be ergonomically design machine stich with fixed back. Base should be heavy duty steel with chrome plating of size 60cm x 60cm and 5 nylon caster of 50mm dia.Gas lift should be provided for up and down movement up to 100mm.Good quality 100%</p>		360 Nos

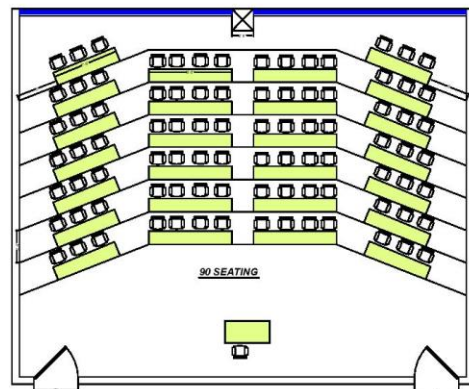
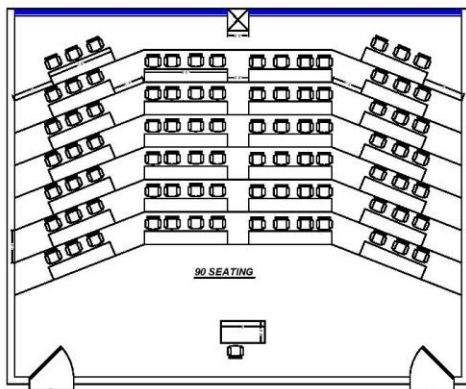
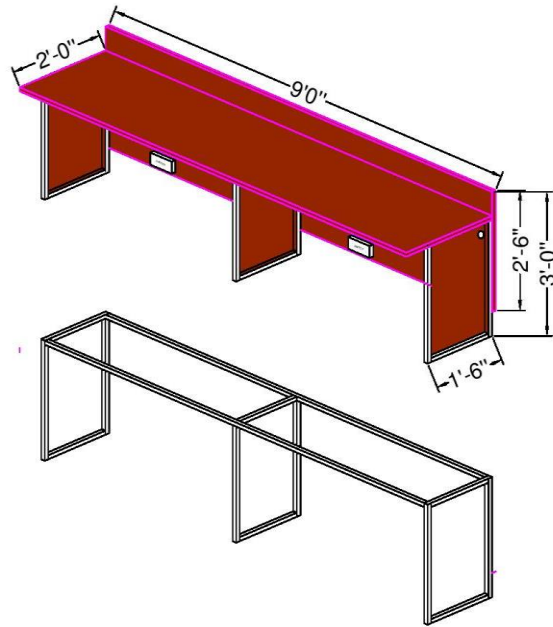
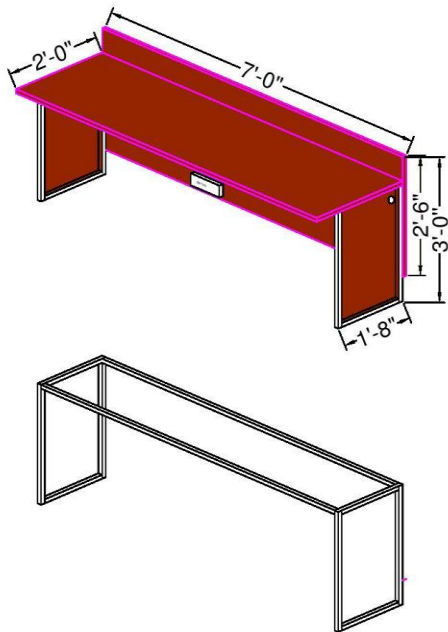
		<p>polyester cloth should be used on seat and back.</p> <p>Over all dimensions (H) 103.0cm x (W) 48.0 x (D) 50.0cm</p> <p>Make – Godrej/Wipro/Featherlite/ or equivalent reputed brand .</p> <p>Colour : As per buyer’s choice.</p>		
3.	<p>Faculty-Table</p> <p>Location: Academic block &amp; MDP block classrooms.</p>	<p>Top 25mm with postform laminate of 0.6mm on top &amp; balancing laminate of 0.6mm on bottom. Two side of top half round postforming and remaining two side 2mm edge band.Legs made up of 25 mm and front support 18 mm ISI mark wood base prelam partical Board.Legs will be rested in high quality adjustable buffers.</p> <p>Size : 1.5(W) x .76(H) x .60(D) m.</p> <p>Colour : As per buyer’s choice</p>		08 Nos
4.	<p>STUDENT'S TABLE (CURVILINEAR SHAPE )</p> <p>Location: MDP Block Classrooms</p> <p>1) Pa x 44 capacity x 3 classrooms=132</p> <p>2) Pa x 64 capacity x 1 classroom=64</p> <hr/> <p>Total=196</p>	<p>Providing, Supplying, Fabricating &amp; Installation of factory made tables curved in plan as per drawing and site condition. The shop drawing and one finished sample of the table shall be got approved from IIM Raipur administration before mass production.</p> <p>The table shall be consisting of following components:</p> <p>Size: As per Approved drawing Appox. Size per seating: .68m(L) x .50(D) x .75(table top)-.80m(front panel) (H).</p> <p>Table top: The both side curved table top shall be made out of 25mm thick ISI marked prelam wood based partical board with edges covered with 25x18mm polished half round wooden beed of teak wood.</p> <p>Table legs: The table legs shall be made up of 25mm thick ISI marked prelam wood based partical board with edges covered with 25x18mm polished half round wooden beed of teak wood.</p> <p>Table front curved panel/ Modesty panel: The panel shall be made out of 12mm thick flexi ply ISI marked fixed in curve as shown in plan with 1mm thick laminate . All edges of front panel shall be finished with 12x12mm polished half round wooden beed of teak wood.</p> <p>Wire Management system should be provided below or above the table top. Good quality ISI marked switch plate with 1 switch and 2 shockets</p>	  	<p>Total 196 Seating plan</p> <p>1) Pa x 44 capacity x 3 classrooms=132</p> <p>2) Pa x 64 capacity x 1 classroom=64</p> <hr/> <p>Total=196</p>

		<p>should be mounted below table top as per site condition.</p> <p>There should be a provision to insert a table name plate as per seating capacity.</p> <p>Colour of the table : As per buyer's choice.</p>		
5.	<p><b>STUDENT'S TABLE (C Shape)</b></p> <p>Location: MDP Classrooms</p> <p>1) Pa x 20 capacity x 4 classrooms=80 plus 04 faculty table (Total 84 )</p>	<p>Providing, joining ,fixing and placing Desk in C shapes made up of Wood based Partical board ISI mark. Top 25mm with postform laminate of 0.6mm on top &amp; balancing laminate of 0.6mm on bottom. Two side of top half round postforming and remaining two side 2mm edge band. Modesty 25 mm pre-lamboard. Support 18 mm prelamBoard.Fixing of Panel by L clamps fastened by suitable fasteners.Support will be rested in high quality adjustable buffers.</p> <p>Size per seating : .68(W) x .76(H) x .50 (D)m</p> <p>Colour : As per buyer's choice.</p>		<p>Total 84 Seating</p> <p>(Pa x 20 capacity x 4 classrooms=80 plus 04 faculty table (Total 84 ))</p>
6.	<p><b>Mid Back Revolving Chair</b></p> <p>Location: MDP Classrooms</p>	<p>The seat and backrest is made out of 12 mm multilayer hot press ply. PU foam of 60 mm thickness on seat and 50mm thickness on back and density 40kg/m3. Size of back shall be (W)-47.0cm, (H)-56.0cm &amp; size of seat shall be (W)-46.0cm x (D)-48.0cm.No gap between seat and back.Seat and back should be ergonomically design machine stich with Syncro mechanism. Arms made up of polyethane. Base should be heavy duty steel with crome plating of size 60cmm x 60cm and 5 nylon caster of 50mm dia.Gas lift should be provided for up and down movement up to 100mm. Good quality 100% polyester cloth should be used on seat and back.</p> <p>Over all dimentions:(H) 1130.0cm x(W) 62.0 x (D) 52.0cm</p> <p>Make - Godrej/Wipro/Featherlite/ or equivalent reputed brand</p> <p>Colour : As per buyer's choice</p>		<p>Total 276 Nos</p>

**Terms & Conditions for the schedule of quantity: -**

- There should not be damage to wall and floor tiles during installation of furniture. Damage if any, shall be rectified by the agency before claiming the payment.
- If any extra material / item will be required for fixing of furniture same will be borne by vendor at his own cost. No extra payment / material will be given by IIMR. Therefore, bidders are advised to quote the rate accordingly.
- Requirement of furniture items is tentative which may be increased, decreased or can be removed if not necessary.
- Warranty period for all furniture items will be for 03 years from date of invoice.
- Technical bid or schedule of quantity (Annexure-VII) is the part of BOQ or Price Bid. Therefore, bidders are advice to quote the rate accordingly in online BOQ part.
- Tender committee of the Institute may ask successful bidder to show sample & design of furniture's prior to bulk production.
- Advance payment may be permissible as per the relevant rules in GFR 2017.

### Academic Block Classrooms Table Spec 3 & 4-seater Type



**ANNEXURE –III**

**COMPANY DETAILS**

<b>Name of the Party</b>	
<b>Number and Date of Incorporation / Establishment</b>	
<b>PAN Number</b>	
<b>Sales / Service Tax/ GST Registration Number</b>	
<b>Office Address for Postal Communication</b>	
<b>Authorized Signatory Details</b>	<b>Name</b>
	<b>Designation</b>
	<b>Email</b>
	<b>Phone</b>
<b>Details of Contact other than Authorized Signatory</b>	<b>Name</b>
	<b>Designation</b>
	<b>Email</b>
	<b>Phone</b>

**Signature and Seal of the Tenderer:**

**Name in Block Letter:**

**Designation:**

**Contact no.**

**Date :**

## **INSTRUCTIONS OF ONLINE BID SUBMISSION**

Instructions to the Bidders to submit the bids online through the Central Public Procurement Portal for e Procurement at <http://eprocure.gov.in/eprocure/app>

1. Possession of valid Digital Signature Certificate (DSC) and enrollment/registration of the contractors/bidders on the e-Procurement/e-tender portal is a prerequisite for e-tendering.
2. Bidder should do the enrollment in the e-Procurement site using the "Online Bidder Enrollment" option available on the home page. Portal enrollment is generally free of charge. During enrollment/registration, the bidders should provide the correct/true information including valid email id. All the correspondence shall be made directly with the contractor/bidders through email id provided.
3. Bidder need to login to the site through their user ID/ password chosen during enrollment/registration.
4. Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY/TCS/nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/SmartCard, should be registered.
5. The DSC that is registered only should be used by the bidder and should ensure safety of the same.
6. Contractor/Bidder may go through the tenders published on the site and download the required tender documents/schedules for the tenders he/she is interested.
7. After downloading / getting the tender document/schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise bid will be rejected.
8. If there are any clarifications, this may be obtained online through the tender site, or through the contact details. Bidder should take into account the corrigendum published before submitting the bids online.
9. Bidder then logs in to the site through the secured log in by giving the user id/ password chosen during enrolment/registration and then by giving the password of e-Token/Smartcard to access DSC.
10. Bidder selects the tender which he/she is interested in by using the search option & then moves it to the 'my tenders' folder.
11. From my tender folder, he selects the tender to view all the details indicated.

12. It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, the bid will be rejected.
13. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender documents/schedule and generally, they can be in PDF/xls/rar/jpg/dwf formats. If there is more than one document, they can be clubbed together and can be provided in the requested format. Bidders Bid documents may be scanned with 100 dpi with black and white option. It is advisable that each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through rar and the same can be uploaded, if permitted. However, if the file size is less than 1 MB the transaction uploading time will be very fast.
14. If there are any clarifications, this may be obtained through the site. Bidder should take into account the corrigendum published from time to time before submitting the online bids.
15. The Bidders can update well in advance, the documents such as certificates, annual report details etc., under My Space option and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.
16. Bidder should submit the Tender Fee/EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission due date & time for the tender or as indicated in the tender. Scanned copy of the instrument should be uploaded as part of the offer.
17. While submitting the bids online, the bidder reads the terms & conditions and accepts the same to proceed further to submit the bid packets.
18. The bidder has to select the payment option as offline to pay the Tender Fee/EMD as applicable and enter details of the instruments.
19. The details of the DD/ any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise submitted bid will not be acceptable or liable for rejection.
20. The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections and pages of the bid document including General conditions of contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.
21. The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.



22. If the price bid format is provided in a spread sheet file like BoQ\_xxxx.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Price-bid BOQ template must not be modified/replaced by the bidder; else the bid submitted is liable to be rejected for this tender.
23. The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The **TIA will** not be held responsible for any sort of delay or the difficulties faced during the submission of bid online by the bidders at the eleventh hour.
24. After the bid submission (i.e. after Clicking "Freeze Bid Submission" in the portal), the acknowledgement number, given by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and will also act as an entry pass to participate in the bid opening date.
25. The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
26. All the data being entered by the bidders would be encrypted using PK! encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
27. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers' public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
28. The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used. Data storage encryption of sensitive fields is done.
29. The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) exit option in the browser.
30. For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document. Parallely for any further queries, the bidders are asked to contact over phone: 180030702232 or send a mail over to [cppp-nic@nic.in](mailto:cppp-nic@nic.in).

## PART-II: FINANCIAL Bid or BOQ

### To be filled online

Validate Print Help [Item Wise BoQ](#)

Tender Inviting Authority: Indian Institute of Management Raipur

Name of Work: Supply and Installation of Furniture Items at IIM Raipur

Contract No: 0771-2474705

<b>Name of the Bidder/ Bidding Firm / Company :</b>	
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**PRICE SCHEDULE**

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only. Before filling online, please read terms and conditions mentioned in financial bid of e tender document.

- 1) There should not be damage to wall and floor tiles during installation of furniture. Damage if any, shall be rectified by the agency before claiming the payment.
- 2) If any extra material / item will be required for fixing of furniture same will be borne by vendor at his own cost. No extra payment / material will be given by IIMR. Therefore, bidders are advised to quote the rate accordingly.
- 3) Requirement of furniture items is tentative which may be increased, decreased or can be removed if not necessary.
- 4) Bidders are advised to visit IIM Raipur before quote, for site visit & measurement of the classrooms in which furniture required to be setup.
- 5) Warranty period for all furniture items will be for 03 years from date of invoice.
- 6) Technical bid or schedule of quantity (Annexure-VIII) is the part of BOQ or Price Bid. Therefore, bidders are advice to quote the rate accordingly in online BOQ part. GST rate must ensure to fill up.
- 7) Tender committee of the Institute may ask successful bidder to show sample & design of furniture's prior to bulk production.

Sl. No.	Item Description	Item Code / Make	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	GST Amount Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT With Taxes in Rs. P	TOTAL AMOUNT In Words
1	2	3	4	5	7	9	15	16	17
1	<b>Class Table , Location Academic Block Classrooms</b>								
1.01	Providing, joining, fixing and placing in series, desk made up of Wood based Partical board ISI mark. Structure made up of 30mmx30mm square CR pipe of 1.2mm thickness. Top and front panel made up of 25mm vood based prelaminated partical board ISI mark with edges covered with 2mm edge band. Legs made up of 18mm wood based prelaminated partical board ISI mark with edges covered with 0.8mm edge band. Wire management box of 18mm thick in C shape should be placed below or above the table top. Good quality ISI marked switch plate with 1 switch and 2 shocklets should be mounted on the box. The complete board should be tightened on the steel frame for heavy duty and long lasting. Legs will be rested in high quality adjustable buffers. There should be a provision to insert a table name plate as per seating capacity. Per seating Size : 68(W) x 0.75- 80(H) x 47(D)m. The seating arrangement will be as per attach layout Refer page No.21 Colour as per buyer's choice.	ClassTable 1	360.000	Seating Plan			0.00	0.00	INR Zero Only
2	<b>Class Chair Revolving Location Academic Block Classrooms</b>								
2.01	The seat and backrest is made out of 12 mm multi layer hot press ply, PU foam of 60 mm thickness on seat and 50mm thickness on back and density 40kg/m3. Size of back shall be (W)-47.0cm, (H)-56.0cm & size of seat shall be (W)-46.0cm x (D)-48.0cm. No gap between seat and back. Seat and back should be ergonomically design machine stitch with head back. Base should be heavy duty steel with chrome plating of size 50cm x 50cm and 5 nylon castor of 50mm dia. Gas lift should be provided for up and down movement up to 100mm. Good quality 100% polyester cloth should be used on seat and back. Over all dimensions (H) 103.0cm x (W) 48.0 x (D) 50.0cm Make - Godrej/Wipac/Faathielite/ or equivalent reputed brand. Colour : As per buyer's choice.	ClassChair 1	360.000	Nos			0.00	0.00	INR Zero Only
3	<b>Faculty Table Location Academic Block and MDP Block</b>								
3.01	Top 25mm with postform laminate of 0.6mm on top & balancing laminate of 0.6mm on bottom. Two side of top half round postforming and remaining two side 2mm edge band. Legs made up of 25 mm and front support 18 mm ISI mark wood base prelam partical Board. Legs will be rested in high quality adjustable buffers. Size : 1.5(W) x 76(H) x 60(D)m. Colour : As per buyer's choice Total Number of Classrooms in academic block = 04 Total number of Classrooms in MDP block=04 (Big Size room)	FacultyTable 1	8.000	Nos			0.00	0.00	INR Zero Only
4	<b>STUDENT'S TABLE (CURVILINEAR SHAPE ) Location MDP Block Classrooms</b>								
4.01	Providing, Supplying, Fabricating & Installation of factory made tables curved in plan as per drawing and site condition. The shop drawing and one finished sample of the table shall be got approved from IIM Raipur administration before mass production. The table shall be consisting of following components: Size: As per Approved drawing Approx. Size per seating : 68m(L) x 50(D) x 75(table top)- 80m(front panel) (H). Table top: The both side curved table top shall be made out of 25mm thick ISI marked prelam wood based partical board with edges covered with 25x18mm polished half round wooden beed of teak wood. Table legs: The table legs shall be made up of 25mm thick ISI marked prelam wood based partical board with edges covered with 25x18mm polished half round wooden beed of teak wood. Table front curved panel/ Modesty panel. The panel shall be made out of 12mm thick flex ply ISI marked fixed in curve as shown in plan with 1mm thick laminate. All edges of front panel shall be finished with 12x12mm polished half round wooden beed of teak wood. Wire Management system should be provided below or above the table top. Good quality ISI marked switch plate with 1 switch and 2 shocklets should be mounted below table top as per site condition. There should be a provision to insert a table name plate as per seating capacity. Colour of the table : As per buyer's choice.  Location: MDP Classrooms 1) Pa x 44 capacity x 3 classrooms= 132 2) Pa x 64 capacity x 1 classroom=64	ClassTable 2	196.000	Seating Plan			0.00	0.00	INR Zero Only
5	<b>STUDENT'S TABLE (C- SHAPE ) Location MDP Block Classrooms</b>								
5.01	Providing, joining, fixing and placing Desk in C shapes made up of wood based Partical board ISI mark. Top 25mm with postform laminate of 0.6mm on top & balancing laminate of 0.6mm on bottom. Two side of top half round postforming and remaining two side 2mm edge band. Modesty 25 mm pre-lam board. Support 18 mm prelam Board Fixing of Panel by L clamps fastened by suitable fasteners. Support will be rested in high quality adjustable buffers. Size per seating : 68(W) x 76(H) x 50 (D)m Colour : As per buyer's choice. Pa x 20 capacity x 4 classrooms=80 plus 04 faculty table (Total 84)	ClassTable 3	84.000	Seating Plan			0.00	0.00	INR Zero Only

6	<b>Mid Back Revolving Chair Location MDP Block Classrooms</b>								
6.01	The seat and backrest is made out of 12mm multilayer hot press ply, PU foam of 60mm thickness on seat and 50mm thickness on back, and density 40kg/m <sup>3</sup> . Size of back shall be (W)-47.0cm, (H)-56.0cm & size of seat shall be (W)-46.0cm x (D)-48.0cm. No gap between seat and back. Seat and back should be ergonomically design machine stitch with Syncro mechanism. Arms made up of polyethane. Base should be heavy duty steel with chrome plating of size 60cm x 60cm and 5 nylon caster of 50mm dia. Gas lift should be provided for up and down movement up to 100mm. Good quality 100% polyester cloth should be used on seat and back. Over all dimensions: (H) 1130.0cm x (W) 62.0 x (D) 52.0cm Make - Godrej/Wipro/Featheritel or equivalent reputed brand Colour : As per buyer's choice	Classchair 2	276.000	Nos			0.00	0.00	INR Zero Only
<b>Total in Figures</b>							0.00	0.00	INR Zero Only
<b>Quoted Rate in Words</b>		<b>INR Zero Only</b>							

**Terms & Conditions for the schedule of quantity: -**

- There should not be damage to wall and floor tiles during installation of furniture. Damage if any, shall be rectified by the agency before claiming the payment.
- If any extra material / item will be required for fixing of furniture same will be borne by vendor at his own cost. No extra payment / material will be given by IIMR. Therefore, bidders are advised to quote the rate accordingly.
- Requirement of furniture items is tentative which may be increased, decreased or can be removed if not necessary.
- Bidders are advised to visit IIM Raipur before quote, for site visit & measurement of the classrooms in which furniture required to be setup.
- Warranty period for all furniture items will be for 03 years from date of invoice.
- Technical bid or schedule of quantity (Annexure-VII) is the part of BOQ or Price Bid. Therefore, bidders are advice to quote the rate accordingly in online BOQ part. GST rate must ensure to fill up.
- Tender committee of the Institute may ask successful bidder to show sample & design of furniture's prior to bulk production.
- Advance payment may be permissible as per relevant rule in GFR 2017.

Place:

**(Signature of the bidder with seal)**

Date

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**Page end**