

**Institute of Infrastructure, Technology, Research And Management
Ahmedabad**

Date: 21/02/2016

Tender No: 2018/18

SECTION I

INVITATION OF BIDS

**E-Tender for Techno-Commercial BID FORM for Procurement of
Furniture For IITRAM (Rate Contract)**

Dear Sir/Madam,

The Institute of Infrastructure, Technology, Research And Management (IITRAM) invites quotations for procurement of **Furniture** For IITRAM from manufacturer or authorized distributor under two bid system in e-tender format. Interested parties who wish to participate in tender may obtain the tender documents from IITRAM website www.iitram.ac.in or from <https://education.nprocure.com>. Bidders have to submit the technical documents through RPAD, speed post or in person till the last date and time prescribed for submission. Tender sent by other means will not be accepted in any case. EMD, Tender Fee, and other essential documents should be submitted for each quoted items on or before **14/03/2018(12:00 hrs)** in the office of the IITRAM, Khokhara Circle, Maninagar (East), Ahmedabad-380026. Financial bid is to be submitted in electronic form only on n-procure site. (<https://education.nprocure.com>).

E-tendering schedule

Date of issue	21/02/2018
E-Tender fees	Rs.5000.00
EMD	Rs.2,40,000
Last date of submission	14/03/2018 till 12:00 hrs.
Last date of physical bid submission with samples	14/03/2018 till 17:00 hrs.
Opening of technical bid	15/03/2018 12:00 hrs.
Date of bid financial opening (online)	Will be intimated to qualified bidder
Tender inviting Authority and address.	Registrar, IITRAM, Khokhara Circle, Maninagar East, Ahmedabad-380026 Phone- 079 29292910, 29292920

SECTION II INSTRUCTIONS TO BIDDERS

Invitation of quotations for Procurement of **Furniture For IITRAM**

1 Introduction

Institute of Infrastructure, Technology, Research And Management, Ahmedabad invite bids for Supply of Furniture. Basic pre-qualification criteria for the Agency to participate in the bid process are as under:

- The bidding company should be in existence from at least last 3 years (i.e. 2015-16, 2016-17 & 2017-18)
 - The bidder should have valid registration of GST registration.
 - Should have a minimum total turnover of Rs 300.00 lac in any one year during last two years. (2015-16, 2016-17)
 - The bidder must bid for whole quantity. Partial bidding will disqualify the bidder.
 - The bidder has to furnish Bank solvency certificate of the current year (calendar year 2017) for an amount of minimum Rs. 40.00 lac.
 - Document showing that the bidder has completed one work of supplying furniture costing at least 40 lac in a single work order during last five years with Government Department of Government(State/Central).
 - Joint venture between any other companies is not allowed.
1. All contractors are required to submit their bids in two parts. Viz. Technical & Commercial
 2. Technical bid must be accompanied by document fee, Bid security as specified & specimen sample of selected item as shown in section-V submitted in physical form on or before the prescribed date and time shown in schedule of e-tendering. Bids submitted without document fee, Bid security, specimen samples of selected item as shown in Section-v & information documents will be summarily rejected.(No exemption to any bidder)
 3. Interested and eligible Bidders may obtain further information or clarification from the IITRAM. Phone :079-67775488,67775499; Fax :079-67775475;email: officeiitram.ac.in

2 Cost of bidding:

The bidder shall bear all costs associated with the preparation and submission of its bid, and IITRAM, herein after referred to as the Purchaser will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

3 Content of bidding documents and submission of samples

The set of Bidding documents comprises the documents listed below:

1. Invitation for Bids (Section I)
2. Instructions to Bidders (Section II)
3. General Conditions of Contract (Section III)
4. Qualification Criteria (Section IV)
5. List of selected furniture item whose specimen sample is to be provided (Section V)
6. Bid Form (Table-I)
7. Statement of Past Performance (Supply of furniture) (Table-II)
8. Undertaking (Table-III)
9. Details of Organisation (Table-IV)
10. Item wise specification and drawings (Appendix-I)
11. Statement of turnover (Table-V)
12. Price Schedule (Table-VI)
13. Sample should be submitted as per Appendix-I

4 Non responsiveness and rejection of a bid

The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding Documents. Failure to furnish all information required by the Bidding Documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect will be at the Bidders risk and may result in rejection of its Bid.

5 Amendment of Bidding Documents

1. At any time prior to the deadline for submission of bids, the Purchaser may, for any reason whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the Bidding Documents by amendment.
2. The amendment will be notified putting on web site.& will be binding to all the bidders.
3. In order to allow prospective Bidders reasonable time in which to take the amendment into account in submission of their bid, the Purchaser may, at its discretion, extend the deadline for the submission of bids.

6 Language of Bid

All documents relating to the bid shall be in the English, Gujarati & Hindi language.

7 Documents Comprising the Bid

The Bid prepared by the Bidder shall be in physical form for qualification criteria & commercial bid shall be online submitted comprising the following components:

1. Bid form as per Table I.
2. The Bid shall include the attested copies of the following documents to demonstrate that the bidder has the capability necessary to perform the contract and meet the criteria outlined in the qualification requirements:
 - (i) Self attested copies showing the legal status, place of registration and principal place of business of the firm.
 - (ii) Self attested copies showing valid GST registration.
 - (iii) Attested copies of documents showing that the firm had minimum total turnover of Rs 300.00 lac in any one year during past two financial years for supply of furniture.(2015-16, 2016-17).
 - (iv) Attested copies of Audited financial Statements for the last two years i.e., 2015-16 and 2016-17.
 - (v) Document showing that the bidder has completed one work of supplying furniture costing at least Rs.40 lac in a single work order during last five years with Government Department or Government (State/Central).
 - (vi) Statement of past performance of the Bidder as per Table II.
 - (vii) Bank solvency certificate of the current year (calendar year 2017) for an amount of minimum Rs.40 lac.

3. The bidder should display the sample of selected limited items to be supplied in one set so that evaluating team can ascertain its quality. The specimen of selected limited items shall be send to the Purchaser simultaneously with the bids. The sticker showing the name of firm shall be pasted on specimen to identify the firm whose specimen is displayed.

8 Price Quoted in commercial bid

1. Price shall be indicated separately in the schedule as per the format(To be submitted online only at n-procurement website).
2. The price quoted shall include all taxes, other levies payable, all freight, packing & forwarding, transportation, loading & unloading custom duty, labour, commissioning, erection and excise duty & other duties, other charges to supply Goods at IITRAM.Separately quoted any taxes, other levies payable, freight, packing & forwarding, transportation, loading & unloading, cus tom duty, labour, commissioning, erection & excise duty, and any other duties and charges will not be considered.

9 Submission of Bids and samples

The Bidder must submit all the documents listed under Clause 7 and all the sub-clauses thereof, along with the Bid form as per Table I in physical form alongwith draft of document fee and Bid Security as per date & time shown in schedule of e-tendering. The specimen sample of selected items of furniture shall also be submitted alongwith the bid in order to qualify for consideration in the opening of price schedule.

10 Right to inspect

The assessment by the purchaser as to the capability of the bidder is final. Further the purchaser reserves the right to inspect the premises of the bidder for evaluation of their capability with reference to physical infrastructure available and other technical capabilities etc, if found necessary.before awarding the contract.

11 Bid Security

1. The Bidder shall furnish, as part of its Bid, EMD of Rs. 2,40,000=00 (Rupees Two lac Fourty Thousands only).All bidders have to pay EMD otherwise tender will summarily rejected.

2. The EMD is required to protect the purchaser against risk of Bidders conduct, which would warrant the forfeiture of security.
3. The EMD shall be in Indian Rupees and shall be in the following form. A D.D issued by a Nationalised Bank in favour of The Registrar, INSTITUTE OF INFRASTRUCTURE TECHNOLOGY, RESEARCH AND MANAGEMENT payable at Ahmedabad.
4. Any Bid not secured in accordance with Clause 11.1, 11.2 and 11.3 above will be rejected by the Purchaser as non-responsive.
5. Unsuccessful Bidders EMD security will be discharged/returned as promptly as possible but not later than 30 days after the expiration of the period of Bid validity prescribed by the purchaser.
6. The successful Bidders Bid security may be adjusted towards performance security to be furnished by the Bidder before signing the contract agreement.
7. The EMD may be forfeited:
 - (a) If a Bidder withdraws his Bid during the period of Bid validity specified by the Bidder on the Bid Form; or
 - (b) In case of a successful Bidder, if the Bidder fails, (i) To sign the contract agreement; and (ii) To furnish performance security.

12 Period of Validity of Bids

1. Bids shall remain valid for 90 days after the date of opening of price bid. A bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.
2. Rates offered will be valid for **duration of 1 year and institute at its own discretion may order any quantity of said goods during the course of 1 year.**
3. In exceptional circumstances, the Purchaser may solicit the Bidders consent to an extension of the period of validity. The bid security provided under Clause 11 shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

13 Address for Submission and late submission

1. The qualification information form and documents shall be submitted in physical form to the purchaser at the following address as below:
Registrar, IITRAM,

Khokhara Circle, Maninagar East,
Ahmedabad- 380026,

2. The physical document shall indicate the name and address of the Bidder to enable the purchaser to return the same unopened to the bidders in case it is declared late.
3. The Bids and specimen sample of selected item must be delivered to the address as indicated in para 1 of Clause 13. Bids sent by Telex or Fax or E-mail will be rejected.
4. The specimen sample of selected item shall also be send to IITRAM simultaneously with the submission of bids. The commercial bid without the specimen sample will not be opened.

14 Deadline for Submission of Bids

1. Bids must be online submitted as per schedule of e-tendering specified in the Invitation for Bids (Section I).
2. The document in physical form should reach the purchaser on or before the date and time shown in schedule of e-tendering.
3. The Purchaser may, at its discretion, extend the deadline for submission of bids by amending the Bid Documents in which case all rights and obligations of the Purchaser and Bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

15 Late Bids

Any Bid received by the Purchaser after the deadline for submission of bids prescribed by the Purchaser pursuant to clause 14, will be rejected and/or returned unopened to the Bidder. The IITRAM will not be held responsible for the postal delay if any.

16 Withdrawal of Bids

No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidders forfeiture of its bid security, pursuant to para 7 of Clause 11.

17 Opening of Bids by the Purchaser

1. The Purchaser will open all the technical bids received online and envelope of documents submitted in physical form as per e-tendering schedule and verify specimen samples in the presence of Bidder or their authorised representatives who choose to attend, on the date and time shown in schedule of e-tendering at the address as shown below.

IITRAM,
Khokhara Circle, Maninagar East,
Ahmedabad- 380026,

The Bidders representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of Bid opening being declared a holiday for the Purchaser, the Bids shall be opened at the appointed time, date and location on the next working day.

2. The date on which second part i.e commercial bid would be opened will be intimated to the qualified bidder by the purchaser either by e-mail/fax/letter/phone.
3. The Bidders Names, Bid Withdrawals and the presence or absence of the requisite Bid security and such other details as the Purchaser, at its discretion, may consider appropriate will be announced at the time of opening of technical bid. No Bid shall be rejected at bid opening, except late bids, bid without document fee, bid security and specimen sample of the selected item which shall be returned unopened to the bidder pursuant to Clause 13 and 15.
4. The second part containing the commercial bid will be opened only for the technically qualified bidder pursuant to clause 19. The second part i.e commercial bid of bidders who have not qualified in the technical evaluation will not be opened under any circumstances.
5. Bids that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances.

18 Clarification of Bids

During evaluation of Bids, the purchaser may, at its discretion, ask the Bidder for a Clarification of its bid. The request for clarification and the response thereof shall be in writing.

19 Evaluation and Comparison of Bids

1. The Purchaser will evaluate and compare the Bids, previously determined to be substantially responsive, pursuant to clause 17 above.

2. The Purchaser will evaluate the substantially responsive Bids in pursuant of the Qualification Criteria.
3. The purchaser will also evaluate the quality of specimen samples of selected item demonstrated by the bidder. Failure to demonstrate the specimen sample will entail disqualification of bidder.
4. The Purchaser in pursuant to clause 19.2 and 19.3 will evaluate the competency of the prospective Bidders and prepare a panel of Bidders, technically qualified to supply Goods. The assessment by the purchaser as to the Competency of the bidder will be final and binding to all substantially responsive Bidders.
5. The Purchaser will compare and evaluate the Commercial Bids of the qualified Bidder to decide on the lowest evaluated Bid by application of the weighted evaluation method detailed later.
6. The final selection of the successful bidder from the qualified bidders will be done by considering both the price quoted and quality of the sample of selected item demonstrated using the following criteria and weightage.

Sr No	Criteria	Maximum Marks (Weightages)	Method of allotting marks for combined score
1	Technical Score	70	The bidder with the maximum technical score will be awarded 70 marks and other bidders will be awarded proportionately less marks (e.g. if the highest score for quality of sample is 100, Bidder having this will get 70 marks. Bidder having score of quality of sample 80 will get $(80/100) \times 70 = 56.00$ marks)
2	Weighted Score for commercial Bid	30	The Bidder with Lowest quote will be awarded 30 marks and other bidders will be awarded proportionately less marks (e.g. if the lowest quote is Rs. 1.00 lakh, the bidder quoting this price will get 30 marks. A Bidder quoting Rs. 1.20 lakh will get $(1.0/1.2) \times 30 = 36.00$ marks)
-	Total Marks	100	

All marks will be given rounded upto two decimal places. The bidder getting the maximum combined score out of 100 above a specific cut of score will be short listed for further consideration. Commercial bid will be opened only for bidders who scores 70 & more marks in technical score.

7. The purchaser will negotiate the rates quoted by the bidder who secure maximum combined score as specified in 19.6 above. If the negotiation with this bidder is successful the award will be made to him and all other bidders notified. If negotiation fails and if it is concluded that a contract with reasonable terms cannot be concluded with the bidder having maximum score, the bidder obtaining the second highest score will be invited for negotiation. This process will be repeated till an agreed contract is concluded.

20 Acceptance or Rejection of Bids

1. IITRAM reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability or any obligation to inform the affected bidder or bidders on the grounds for the said action.
2. Any Bid with incomplete information is liable for rejection.
3. For each category of pre qualification criteria, the documentary evidence is to be produced duly attested by the Bidder, serially numbered and enclosed with the Bids. If the documentary proof is not enclosed for any/all criteria the Bid is liable for rejection. The information of turnover shall be certified by the chartered accountant and supported with audited statement.
4. If any information given by the bidder is found to be false /fictitious, the bidders will be debarred for 3 years from participating in any other tenders of IITRAM.

21 Award of Contract:

1. Subject to clause 20, the Purchaser will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and qualified to perform the Contract satisfactorily.
2. The Purchaser reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions and / or to award the contract to more than one party. Quantity shown in the Appendix-I is indicative. Institute will place the order as per requirement (when required-during the validity period of rate contract.)
3. The contract may be extended for 01(one) year after successful completion of first year.

22 Notification of Award

1. Prior to the expiration of the period of bid validity, the Purchaser will notify the successful bidder in writing by registered letter or by fax that its bid has been accepted. The notification of award will constitute the formation of the Contract.
2. Upon the successful Bidders signing of contract and furnishing of performance security, pursuant to clause 23 and 24, the Purchaser will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to clause 11.5

23 Signing of Contract

1. At the time as the Purchaser notifies the successful bidder that its bid has been accepted, the Purchaser will send the bidder the Contract Form, incorporating all agreement between the parties.
2. Within 7 (Seven) days of receipt of the Contract Form, the successful Bidder shall sign and date the Contract and return it to the Purchaser. Any incidental expenses of execution of agreement shall be borne by the successful Bidder(s). Hereafter the successful Bidder shall be referred to as Contractor.

24 Performance Security

1. The Contractor will be required to furnish Performance Security amounting to 5 % of the contract value in accordance with the Conditions of Contract within 7 (seven) days of receipt of the notification of award of contract in any one of the forms (1) D.D. of any schedule bank (2) Bank Guaranttee of nationalized bank in favour of theThe Registrar, INSTITUTE OF INFRASTRUCTURE TECHNOLOGY, RESEARCH AND MANAGEMENT payable at Ahmedabad. The Performance Security is to be furnished along with the contract agreement duly signed by the Contractor.
2. The rates quoted by the bidder if found seriously unbalanced the employer shall ask for payment of additional performance security to protect the employers against financial loss.
3. If the Contractor fails to furnish the Performance Security in the format specified above within 7 (Seven) days and sign the contract agreement, as specified in clause 11.7, the Bid security furnished by such bidder will be forfeited.
4. Performance security shall be valid for period of installation + 12 months.

5. The performance security furnished by the successful Bidder in respect of his/her bid will be returned to him/her at the end of 7 months subject to the satisfactory performance of the contractual obligations.
6. If the successful Bidder after signing the contract agreement fails to perform any contractual obligation, the Performance Security furnished by the Contractor will be forfeited.

25 Penalty and Termination for non-fulfilment of Contract

1. If the contracted assignment is not completed in full within the period as stipulated in the Contract Agreement, a penalty at the rate of 0.5% of the total amount of remaining quantity will be levied per week from the date of expiry of the stipulated period. The total amount of penalty shall not exceed 10% of the contract value. The Contract may be terminated at the discretion of the Purchaser and at the risk and cost of the Contractor.
2. In the eventuality of termination for non-fulfilment of the contractual obligations, the Performance Security furnished by the Contractor will stand forfeited.

26 Delivery Period

1. The items are to be delivered within a maximum time limit of 120 days from the issue of Purchase order. Completion of delivery of material will be considered after successful commissioning, installation and training of item/instruments/equipment/machines.
2. Late Delivery: Late delivery beyond stipulated delivery period will lead to penalty of 2 % per week of order value. 4 week or more delay will lead to cancellation of order and forfeiting of EMD.

27 Warranty

1. Minimum One year complete warranty from the time of completing installation, commissioning and erection of all the equipment at our institute.
2. Warranty certificate should be provided by original manufacturer in case of bidder is distributor or supplier.

28 Terms of Payment

1. Payment will be released item wise within 30 days credit period at the acceptance of delivery, installation, commissioning and training of material at our site. Payment will be made in Indian Rupees only.

**SECTION III
GENERAL CONDITIONS OF CONTRACT**

● **IMPLEMENTATION SCHEDULE**

The bidders must give their acceptance of the proposed implementation schedule with the bid. The duration for supply will be 120 days.

● **PAYMENT**

Payment shall be made on production of receipt of Goods by IITRAM. The sample format of certificate is as per Table. VI.

● **ASSIGNING OF THE CONTRACT IN WHOLE OR IN PART**

The contractor shall not assign the contract in whole or make over the contract, the benefit or burden thereof to any other person or persons or body corporate. No under letting or subletting to any persons or body corporate for the execution of the contract or any part thereof is permitted. Institute reserves its right to inspect the manufacturing process undertake at successful bidders premises.

● **PERFORMANCE SECURITY**

The successful bidder will be required to submit a performance security equivalent to 5% of the total accepted tender value in the form of as per clause no. 24 of Instruction to bidders (Section II).

● **CONDITIONS OF CONTRACT**

- 1 The contract shall be for the full quantity as described in price schedule.
- 2 The rates quoted by Bidder shall be inclusive of all the taxes shall be fixed for the duration of the contract and shall not subject to adjustment on any account.
- 3 Goods mentioned in commercial bid is required to be supplied at the designated locations in consultation with IITRAM at Ahmedabad.
- 4 The period to supply Goods shall be 120 days and shall not be extended.
- 5 Bids with incomplete information or not in accordance with instructions or without Bid security are liable to the rejected.
- 6 No equipment shall be removed from IITRAM by the contractor without the concurrence of respective authority of IITRAM including for the purpose of placing Goods in position.
- 7 The persons authorized by IITRAM will have the right to inspect the Goods supplied by the Bidder for accessing its quality.

SECTION IV
Qualification Criteria Technical evaluation

The Purchaser will evaluate the bids to determine the technical qualification and competence of the substantially responsive bidders who prepare a panel of technically qualified bidder. The purchaser will evaluate the commercial bids of only this panel of bidders & the commercial bid of the bidders not included in this panel will not be opened under any circumstances.

The Purchaser will use the following set of Qualification Criteria (QC), to determine the score for quality of samples supplied :

Sr No	Particulars	Maximum Allowable Score
1	Existence of bidding company <ul style="list-style-type: none"> • For 3 years - 02 marks • For 4 years - 03 marks • For 5 years - 04 marks • For 6 years & more - 05 marks 	5
2	Bidding company having ISO certification,9001,14001,18001	5+5+5 (Maximum)
3	Plan Layout (Bidder can visit institute prior to bid)	5
4	Quality Finishing & design including Aesthetics	50
5	Presentation (to be made at a later date as decided by IITRAM)	25

The bidder shall have to obtain minimum 70 marks for technical qualification, failing which his commercial bid shall not be opened.

SECTION V

List of the selected items whose specimen sample is to be submitted with bid.

Sr No	Particular of items
1	Providing and fixing Cast Iron two/three seater bench with seat cushion
2	Lab Tables with drawers
3	Store well Cupboard (Wooden)
4	High back Chair with Castor
5	Computer Chair with Castor
6	Faculty Table with Side Unit
7	Seminar Room Chair-I
8	Seminar Room Chair-II
9	Computer Table
10	Visitor Chair

Note

- Bidder shall supply specimen in one set
- The sticker showing the name of firm shall be pasted on specimen
- Specimen samples of all the bidders will be return back after allotment of purchase order to successful bidder.

**Table I
BID FORM**

To,

**IITRAM,
Khokhara Circle,
Maninagar East,
Ahmedabad- 380026.**

Sir,

Having examined the Bidding Documents the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide furniture as per specification & drawing in the designated Places (Class rooms/hostel/laboratory)at IITRAM in conformity with the Bidding document as per the price schedule in **Table VI**.

We undertake, if our bid is accepted, to provide furniture in accordance with the terms and conditions in the bidding document.

If our bid is accepted we will furnish DD of a nationalized bank for a sum equivalent to 5 % of the Contract value.

We agree to abide by this bid for a period of one year after the date fixed for opening of Commercial bid under the Instruction to Bidders and shall remain binding upon us and may be accepted at any time before the expiry of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

We understand that in competing for (and if the award is made to us, in executing the above contract), we will strictly observe the laws against fraud and corruption in force in India namely Prevention of Corruption Act 1988.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 2014.

signature_____

(in the capacity of)_____

Duly authorized to sign bid for and on behalf of

TABLE-II

STATEMENT OF PAST PERFORMANCE FOR SUPPLYING FURNITURE

(Performa for performance statement for a period of last five years i.e.2015-16,2016-17 and 2017-18)

Organisation or Govt. Dept for which the supply was provided	Year of Supply	Contract No. & date	Description of the contract	Value of Contract	Period of performance of Contract	Whether contract is completed satisfactorily yes/no
1	2	3	4	5	6	7

signature and seal of the bidder_____

Note : Please attach certificate (work order & completion certificate) from the employer by way of documentary proof. The past performance shall not be considered without documentary proof.

TABLE-III
UNDERTAKING

To,
IITRAM,
Khokhara Circle, Maninagar East,
Ahmedabad- 380026.

Sir,

We M/s _____(Name of the bidder)
hereinafter called the Contractor do hereby affirm and undertake to abide by all
the terms, conditions, specifications and drawing given in the bidding document
while performing the contractual obligations relating to provide furniture in
IITRAM.

Yours faithfully

Signature & Seal of the Bidder

Place

Date

TABLE-IV

Details of Organisation

1. Name of the Company
2. Registered Address:
3. Year of Establishment
4. Details of Registration / Incorporation
5. Name of the contact person
6. Phone No.
7. Mobile No.
8. Fax No.
9. E-mail Id

**SIGNATURE OF AUTHORISED
PERSON WITH SEAL**

Place

Date

Note: Please attach attested copies showing the legal status, place of registration and principal place of business of the firm by the way of documentary proof.

Table V
Statement of Turnover during last two years (i.e. 2015-16 and 2016-17)

Sr No	Year	Amount of Turnover (Rs. in Lac)
1	2015-16	
2	2016-17	

Signature and Seal of the bidder_____

Note:

1. Bidder has to submit copy of audited financial statement/audited report for last two years i.e. 2015-16 & 2016-17.
2. If the turnover of bidder during last two years included the turnover other than supply of furniture & institute furniture.

**Table-VI
Price Schedule**

**To,
IITRAM,
Khokhara Circle,
Maninagar East,
Ahmedabad- 380026.**

Sir/madam,

We the undersigned, offer to quote the rates for supply of furniture as per specifications at IITRAM.

Item No.	Items and description	Units	Proposed Qty*	Rate per unit (in Rs.)	Total amount in Rs.
1	Providing and fixing Cast Iron two/three seater bench with seat cushion	No.	60		
2	Lab Tables with drawers	No.	35		
3	Store well Cupboard (Wooden)	No.	10		
4	High back Chair with Castor	No.	10		
5	Computer Chair with Castor.	No.	25		
6	Faculty Table with Side Unit	No.	10		
7	Calcium Silicate Aerolite False Ceiling	sq.ft.	2000		
8	Seminar Room Chair-I	No.	50		
9	Seminar Room Chair-II	No.	150		
10	Partition (Modular partition)	sq.ft	1500	Price to be quoted per Sq.ft.with 30 mm thickness (including levis)	
11	Partition(Door)	No.	2	Price to be quoted per Sq.ft.with 30 mm thickness (including levis)	
12	Computer Table	No.	50		
13	Visitor Chair	No.	50		

Amount in Rs. (In Words) _____

CONDITIONS :

1. We undertake, to supply of furniture if our Tender is accepted at IITRAM in accordance with the terms and conditions in Tender document.

2. If our Tender is accepted we will furnish Demand Draft for a sum of equivalent to 5 percent of the total contract value.
3. We agree to abide by this Tender for a period of 90 days after the date fixed for opening of Commercial bid and shall remain binding upon us and may be accepted at any time before the expiry of that period.
4. Until a formal contract is prepared and executed, this tender, together with your written acceptance thereof and your notification of award, shall constitute a binding contract between us.
5. We understand that in competing for and if the award is made to us, in executing the above contract we will strictly observe the laws against fraud and corruption in force in India namely Prevention of corruption act 1988.
6. We understand that you are not bound to accept a lowest offer that you may receive.
7. Rates quoted shall be inclusive of supply, transportation & all other taxes.

Tender Validity

The Tender is valid for a period of 90 days from the date of opening of bids.

Dated this _____ day of _____ 2018.

signature_____

(Name and address of the bidder with seal)

(In the capacity of _____ Duly authorized to
sign the Tender for and on behalf of

*Quantity shown is indicative. Institute will place the order as per requirement (when required-during the validity period of rate contract.)