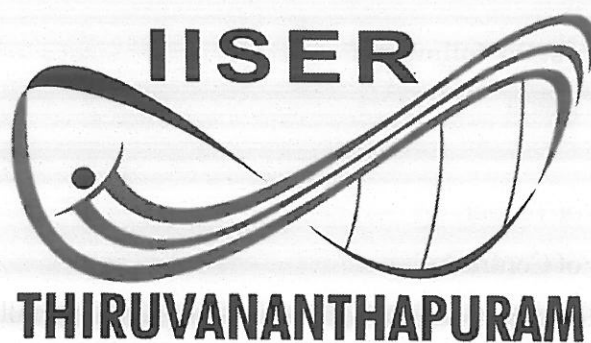


**E- TENDER DOCUMENT**  
**FOR FURNISHING**  
**LECTURE HALL COMPLEX**  
**IISER THIRUVANANTHAPURAM**



**E- NOTICE INVITING TENDER FOR FURNISHING LECTURE HALL  
COMPLEX OF THE INSTITUTE**

Indian Institute of Science Education and Research Thiruvananthapuram (IISER TVM) is dedicated to scientific research and science education of international standards. Traditionally, teaching has been segregated from research in undergraduate science curricula in our country. The IISERs were established by the Ministry of Human Resource Development, Government of India, to bridge this dichotomy. IISER TVM was founded in 2008. The institute aims to provide high quality education in modern science, integrating it with outstanding research at the undergraduate level itself, and to develop a spirit of enquiry cutting across disciplines. IISER TVM is an autonomous institution offering a five-year BS-MS programme in addition to IPh.D and Ph.D. programmes in Biology, Chemistry, Mathematics, Physics and inter-disciplinary areas.

E - Tenders are invited through electronic tendering platform <http://eprocure.gov.in/eprocure/app> under two-bid system from highly reputed, well established & professional supplier cum manufacturers, capable of supply, deliver, install & commissioning the required furniture to the Lecture Hall Complex of the Institute on the terms & conditions given below:

**The tender documents consist the following:**

1. Bidders Eligibility Criteria
2. Site Familiarization
3. General Conditions of Tender
4. General Conditions of Contract
5. Detailed Technical Specifications (DTS) of each of the Lecture Hall
6. Critical Dates to remember
7. Forms part of Technical Bid
8. Financial Bid



→ *Yairi*

1. **BIDDERS ELIGIBILITY CRITERIA:**

**Eligibility Criteria – I:** The bidder i.e Manufacturer/Companies having own manufacturing units /infrastructure or their authorized dealers dealing experience of supply, delivery, installation and commissioning of customer care services related with the Government Departments/PSUs/Reputed Private Organizations:

- a. Should have satisfactorily completed the supply, delivery, installation & commissioning of similar nature of furniture during the last three years ending the previous day of the last date of submission of tender.
- b. **Certified copies of any one or all to be enclosed:**
  - Should have carried out a minimum of **three similar works** with each order value being not less than **Rs.50 Lakhs**
  - Or
  - Should have carried out a minimum of **two similar works** with each order value being not less than **Rs.75 Lakhs**
  - Or
  - Should have carried out **one similar supply made** with the order value being not less than **Rs.1 Crore**
- c. Should have a certificate from a registered chartered accountant certifying that the annual turnover is not less than **Rs.10 crores during the last three financial years ending March 2020.**
- d. Should have a solvency certificate for Rs.50 Lakhs issued by the Scheduled bank on or after the date of release of the tender.
- e. The bidders should possess the valid relevant certifications related to quality & safety of their products and supplies (E.g. ISO9001/ISO14001/ISO-18001/BIFMA etc.). Copy of the valid certificate in this regard has to be submitted.
- f. Should participate as a single party and no consortium is allowed.
- g. Should submit the technical specifications in accordance to the specifications mentioned at **Detailed Technical Specifications (DTS)** of each of the furnishing of lecture hall complex for which the rates are quoted in Financial Bid along with the Technical Bid without indicating any prices for assessment of Technical Competency of the bidder.
- h. **The following samples are to be supplied & delivered at site, exactly as per the detailed technical specification mentioned in Page nos. 13 – 15 , on or before the due date of submission of online bid without fail:**
  - a. **Auditorium Chair – 1 No.**
  - b. **2/3 Seater Unit for Classroom Desking and seating – 1 Set**
  - c. **Airport lounge type three seater chairs – 1 No.**
  - d. **Cafeteria Table 1 No. and Chair – 1 No.**

**Note: The bidder shall let the Institute to keep the samples until finalization of technical evaluation process.**



**Eligibility Criteria-II:**

- a. The bidders should not have been blacklisted by any of the Government/Semi Government/ Autonomous / PSUs/ CFTIs/ Institute of National Importance etc...
- b. The bidder shall confirm and declare that no agent, middleman or any intermediary has been, or will be, engaged to provide any services, or any other item or work related to the award and performance of this contract. The bidder has to further confirm and declare that no agency commission or any payment which may be construed as an agency commission will be paid and that the tender price will not include any such amount. The institute reserves the right to declare the bidder as non-compliant and declare any contract to the bidder to be null and void, if already awarded.
- c. The bidder having any suit/criminal case pending against its proprietor or any of its Directors or having been earlier convicted for business malpractice or any other laws in force shall also not be eligible.

**An affidavit duly notarized on stamp paper worth of Rs.100/- to this effect (a, b & c) in a prescribed format enclosed as Form-2 herewith shall be given by the firm along with the Technical Bid, failing which the bid shall be rejected.**

The bidder shall satisfy the above mentioned eligibility criteria I & II failing which their bids stand disqualified and the qualified bidders will only be considered for the next stage of bidding process i.e Price Bid Opening.

**2. SITE FAMILIARISATION:**

Before submission of the bid, the bidder in his/her own interest & costs shall carry out site visits to know the site conditions and full implications of the assignment. This will also help him/her in proper assessment of the work. A bidder shall be deemed to have full knowledge of the site whether he/she inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. Institute's COVID protocol needs to be followed during the visit.

**3. GENERAL CONDITIONS OF THE TENDER**

**I. GUIDELINES TO THE TENDERER**

**a. General Information:**

- i) As per the directives of Govt., the Notice Inviting Tender (NIT) has been published on the Central Public Procurement Portal (CPPP) (Link: <https://eprocure.gov.in/epublish/app>).
- ii) Bidders who have not enrolled / registered in e-procurement portal will be required to enroll/register before participating.
- iii) Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://etenders.gov.in/eprocure/app>



- iv) Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://etenders.gov.in/eprocure/app> under the "Information about DSC".
- v) The tenders will be received online through the portal <https://etenders.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in pdf format.

b. **Registration:**

- i) Bidders are required to enroll/register on the aforesaid portal by clicking on "Online Bidder Enrolment", which is completely free of cost. As part of this, the bidders will be required to choose unique user name and password for their account.
- ii) While registering, bidders are advised to mention their valid email id & mobile number, which would be used for any communication from CPP Portal.
- iii) Upon enrolment, the Digital Signature Certificate (DSC) (Class II / Class III with signing key usage, issued by any certifying authority recognized by CCA India) of the bidder has to be registered.
- iv) Only one valid DSC should be registered. Bidders are responsible to ensure that they don't lend their DSCs to others which may lead to misuse.

c. **Searching for Tender Documents:**

- i) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- ii) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective "My Tender" folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- iii) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

d. **Preparation & Submission of bids:**

- i) **The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://etenders.gov.in/eprocure/app>. Hard copies of the bids will not be accepted under any circumstances.**
- ii) Both Technical Bid & Price Bid should be submitted separately in online CPP portal as per the specified format only. Right is reserved to ignore any tender which fails to comply with the above instructions.
- iii) Before submission of bids, bidder should take any corrigendum published on the tender in to



account. Bidders have to go through the terms of the tender and submit the tender accordingly along with the required documents in no. of covers as sought. Any deviation will lead to rejection of the bid.

- iv) Bidders should submit the tender documents as mentioned in the tender and its schedule. The format of the document PDF/XLS in general. Bid documents may be scanned at 100 dpi with black and white option.
- v) Bidders are advised to go through the menus available in the E-Procurement portal towards registration and provision for keeping the documents for uploading in My Documents etc. before submission of bids so as to save time & effort.
- vi) Bidders should log in to the portal and submit the bids on or before the last date & time of submission.
- vii) Bidder has to digitally sign all the required documents of the bids as mentioned in the tender and upload one by one.
- viii) Bidders are to submit their offers (Technical & Financial) in the prescribed format provided in the Forms. No other format is acceptable. If the format is found to be modified, the bid will summarily be rejected.
- ix) The server time will be considered as the standard time for referencing the deadlines for submission of bids by the bidders, opening of bids etc. The same has to be followed during bid submission.
- x) Institute (Tender Inviting Authority) will not be responsible for any sort of delay or the difficulties faced during the time of bid submission online by the bidders. Upon its successful submission, a message & bid summary will be made available in the bidder's user environment.
- xi) No tenderer will be allowed to withdraw or amend its/his/her tender or impairs or derogates from the tender in any respect after submission of the tenders within the bid validity period.
- xii) Submission of tender by a tenderer implies that he/she has read this notice and all other contract documents has been made himself aware of the scope and specifications for the work to be done.

e. **Opening of Tender:**

- Online bids complete in all respect will be opened by a committee duly constituted for this purpose and the same will be examined by a technical committee as per the eligibility criteria and requirement.
- The financial offer/bids of technically qualified bidders will be opened.

f. **Assistance to Bidders:**

- a) Any queries relating to the tender document and the terms & conditions contained therein should be addressed to the Tender Inviting Authority indicated as given below:

O/o the Deputy Registrar (Admin)  
Room No. 1101  
Indian Institute of Science Education and Research Thiruvananthapuram (IISER TVM)  
Maruthamala P.O, Vithura  
Thiruvananthapuram – 695 551  
Ph: 0471-2778010/8031 Email: [service@iisertvm.ac.in](mailto:service@iisertvm.ac.in)

→ *Yash*



- b) Any queries related to the process of online bid submission or queries related to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is [0120-4200462, 0120- 4001002, 0120-4001005]
- g. Failure to comply with any of the instructions stated in this NIT or offering unsatisfactory explanations for non-compliance will lead to rejection of offers.
- h. IISER Thiruvananthapuram reserves the right to accept/reject the whole or any part of the tender without assigning any reason thereof.

II. **LIST OF ENCLOSURES:**

- The bidder has to submit the bids & enclosures through e-procurement portal <http://eprocure.gov.in>.
- The technical bid (Cover 1) must be accompanied with the following documents and should be uploaded in the same manner as given below: -

1. **Enclosure No.1:**

- a. **Documentary Proof:** Status of Company/Organization (Individual /Proprietary /Partnership/Limited/Pvt. Limited- Registration Details, Address, Phone No. & Email etc..
- b. **Documentary Proof:** Registration with statutory authorities GST & PAN etc.

2. **Enclosure No.2:** Bidder should submit the letter of authorization from the Original Manufacturer of Furniture (OEM) (in case the bidder is a dealer/firm other than manufacturer) for bidding the tender.

3. **Enclosure No.3:** Copy of possession of the valid certificate related to quality & safety of the products & supplies (E.g. ISO9001/ISO14001/ISO-18001/BIFMA etc..).

4. **Enclosure No.4:** Documentary proof on satisfactory completion of the supply & installation of similar nature of furniture during the last three years ending the previous day of the last date of submission of tender.

5. **Enclosure No. 5:** Certified copies of any one or all of the following:

- Should have carried out a minimum of **three similar works** with each order value being not less than **Rs.50 Lakhs**
  - Or
- Should have carried out a minimum of **two similar works** with each order value being not less than **Rs.75 Lakhs**
  - Or
- Should have carried out **one similar supply made** with the order value being not less than **Rs.1 Crore**



6. **Enclosure No.6:-** Certificates from at least two Employer's/Client's for satisfactorily completed/ongoing such projects with minimum payable amount against the contract value as said in Enclosure No.4&5 in the last three years.
7. **Enclosure No.7:** Certified copy of a Registered Chartered Accountant that the annual financial turnover not less than Rs.10 crores during the last three years ending March 2020.
8. **Enclosure No.8:** Solvency certificate for Rs.50 Lakhs issued by the Scheduled bank on after the date of release of the tender.
9. **Enclosure No. 9:** An affidavit duly notarized on stamp paper worth of Rs.100/- in a prescribed format (*as per Form No.2*) to be provided by the authorized signatory on accepting all terms and conditions and on the Eligibility Criteria-II.
10. Any other documents to strengthen your credentials as a bidder.

**Cover-2 FINANCIAL / PRICE BID:** Schedule of Financial/Price bid to be uploaded in PDF format / BoQ. The rates are to be quoted on FOR-Destination basis inclusive of all with a breakup.

### III. SELECTION CRITERIA

- a. **Technical bid (Cover 1) Opening:** Technical bid submitted online, will be opened by a tender opening committee (Bid openers) and verify its contents as per requirements. If various documents contained do not meet the requirements and prove eligibility as per the eligibility criteria defined earlier in this tender, Technical Evaluation shall not be carried out.
- b. **Technical Evaluation:** The technical evaluation committee shall evaluate the technical bids on the criteria given below:

Sl.No.	Criterion	Maximum Marks to be awarded
1	Experience of similar work	15
2	Quality certificate for Manufacturing / Manufacturer's Capability (ISO9001/ISO14001/ISO-18001/BIFMA etc.)	10
3	Factory setup with available machinery	10
4	Financial soundness	5
5	Evaluation of samples provided as mentioned in the DTS	50
6	Recyclability and recycling plan	10
Total Marks		100





- *Evaluation of sample shall be based on aesthetics, robustness, ergonomics and the survey of opinion of stake holders.*
- *Qualifying Mark: Only those bidders who obtain 70% in the Technical Bid stage will be eligible for Financial Bid Stage where L1 will be the deciding Factor.*

In spite of satisfy the above requirements, the bidder would be liable to disqualification for the following:

- i. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the technical bid.
- ii. Record of poor performance such as abandoning work, not properly completing the contract, or financial failure/weakness etc.

The financial bids of Bidders who are qualified in the technical evaluation stage, will only be opened.

- c. **Financial bid (Cover 2) Opening:** Financial bid of only those bidders who qualified in the technical bid (Cover 1) and whose original documents were submitted in the office within stipulated timeframe will be opened. If the financial bid i.e. BOQ could not be opened due to "Document Decryption Failed" reason and if minimum three financial bids i.e. BOQ opened successfully then the tender will succeed for further action. The failed bid/bids shall be considered as rejected. IISER Thiruvananthapuram shall not be responsible for any postal delay or delay due to link failure/internet problem etc. in respect of submission/receipt of any documents or in submission of e-bid. It is the responsibility of the Bidder to make sure that the required documents/e-bid have been submitted in time.
- d. **VALIDITY OF BID:** Bid submitted by the bidder shall remain valid for acceptance for a period of 90 (ninety) days from the date of opening of the BID. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it will be rejected. In case the tenderer withdraws, modifies or change his offer during the validity period, his/her bid is liable to be rejected. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

#### 4. **General Conditions of Contract (GCC):**

1. **Scope of Work:** The work involves supply, delivery, installation and commissioning of standard furniture in each of the lecture hall and corridors of the Lecture Hall Complex.
2. The Institute will communicate the successful bidder by email/post that his tender has been accepted. The Letter of Intent shall prescribe the amount which the Institute will pay to the successful bidder in consideration of the execution of work order by the contractor as prescribed in the contract.
3. The successful bidder on acceptance of the LoI must submit the all the original statutory documents uploaded in the CPP Portal and execute an agreement within a period of 10 days from the date of issue of Letter of Intent.

→ *[Handwritten Signature]*



4. Upon execution of agreement, the contractor shall be required to furnish a Security Deposit within 15 days (from the date of execution of agreement) for an amount equal to three percentage (3%) of the total value of the contract in the form of an Account Payee DD/Direct Bank Transfer/Performance Bank Guarantee from any Nationalized Bank to remain valid for a period of sixty days beyond the date of completion of warranty period and all contractual obligations.
5. **Details of Lecture Theatre Complex:** The lecture hall complex comprises the following halls with minimum seating capacity:
  - a) 500 Seaters Lecture Theatre/Auditorium – 1 No.
  - b) 200 Seaters Lecture Theatre – 2 Nos.
  - c) 100 Seaters Lecture Theatre – 2 Nos.
  - d) 50 Seaters Lecture Theatre – 4 Nos.
  - e) Corridor area of approx. 157 L X 4 Meters wide
6. The contractor would be required to arrange furnishing of the lecture hall complex as per the terms & conditions of the order/contract during the working hours of the Institute. Since the rates are to be quoted on FOR destination & complete job basis, no other charges (Viz.. loading & unloading and Transport etc..) whatsoever are payable extra by the Institute.
7. The contractor shall also provide the name, email id & mobile number of a key person, who can be contacted at any time, even beyond the office hours and on holidays. The person should be capable of taking necessary action as necessitated & reported on urgent basis during furnishing of the complex in a short notice.
8. The contractor shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract/agreement/work order to any other agency. If it is found that the firm has done the same, the contract shall stand cancelled & the performance security shall stand forfeited.
9. The contractor is to provide each & everything required towards supply, delivery, installation and commissioning of each lecture hall of the LH Complex, i.e. ordered furniture, required spare parts, labour, accessories, electrical-network cables, points, capping-casing, minor civil works etc. that are part of the contract for furnishing the complex.
10. **Standards of furniture:** The design & quality of the furniture should be of standard quality, should satisfy the ergonomics and aesthetics requirement. The lecture hall furniture should be designed keeping in mind the necessity of safety precautions against COVID and similar contagions in future, ease of conducting examinations, etc. Many of the points about social distancing are also pertinent for conducting examinations where we may need to accommodate different numbers of students per hall depending on the exam. There should ideally be some flexibility to add additional seating for popular events.

→ *Handwritten signature*



11. **Warranty:** The contractor warrants comprehensively that the supplied items (Furniture, accessories & fittings etc.) have minimum onsite comprehensive warranty of one year and also give the warranty declaration that everything to be supplied by us hereunder shall be free from all defects and faults in material, workmanship, transportation hazards, and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specifications. During the warranty period, replacement of any part of items or rectification of defects of works will be free of cost. The contractor also to certify that the supplied items are new, unused and incorporate all recent improvements in design and materials unless prescribed otherwise.
- The contractor further warrants that the items supplied under the contract shall have no defect arising from design, materials or workmanship or from any act or omission of the supplier that may develop under normal use of the supplied items under the conditions prevailing in India. The on-site replacement warranty shall remain valid for a period as per standards of the OEM. Free maintenance services shall be provided by the contractor during the period of warranty. The maximum response time for service complaint shall not exceed 48 hrs.
12. **Quality of Goods and Services:** The bidder shall be responsible for the quality of supply. The product/furniture must confirm to the technical specifications given in the *Detailed Technical Specifications (DTS)* and of desired quality. The successful tenderer shall guarantee that item delivered to the purchaser are brand new and not refurbished one. Consistency in quality shall be maintained for the entire lot of products offered. All the required quantity of items in schedule of requirement shall be of the same model. The bidder shall not substitute any internal components or subsystems of the product by similar items of different manufacturers. All the furniture and its fittings shall be supplied with the relevant interface cables and necessary standard accessories. Any complementary scheme offered for the supplied & installed furniture & its fittings etc. by the bidder or their OEM's, the same shall be provided to the Institute with no additional cost without any time bound within or beyond the period of warranty.
13. **Supply, Delivery, Installation & Commissioning:** Within 12 weeks from the date of placement of order to the Lecture Hall Complex, Indian Institute of Science Education and Research Thiruvananthapuram (IISER TVM), Maruthamala P.O, Vithura Grama Panchayath, Thiruvananthapuram – 695 551. Contractor is responsible for safe custody of delivered materials at site from loss or damage until installation, commissioning and handing over to the Institute.
14. **Delivery Challan & Bill:** All the items which are supplied should carry standard delivery challan/bills/invoices in Triplicate along with the transport challan etc..
15. **Payment:** Payment shall be released within 30 days from the date of satisfactory inspection by the committee on supply, install & commissioning of the ordered items at our end in good and ready to use condition (after deducting TDS if any, as per the Income Tax Rules and any other deductions as per the Government rules) and receipt of original bills in Triplicate. No advance or partial payment shall be made by the Institute. If any items are found to be defective, or not of the desired quality etc., the same shall be replaced immediately, for which no extra payment shall be made by the Institute. The bidder should have his/her own Bank Account Number, TIN/TAN Number, PAN Number, GST Registration Number. The Bank name, account number, IFSC etc. should be intimated to the Deputy



Registrar (Finance &Accounts) of the Institute to which all payments will be made through ECS transfer.

16. **Penalty & Liquidated Damages:** If any or all of the ordered items are not delivered in time and/or not completed the installation & commissioning in time as said above in (13) or the service calls are not attended in time as mentioned in Warranty clause, the Institute reserves the right to, without prejudice to its other remedies under the order/contract, deduct from the bill, a sum equivalent to 1% of the price of undelivered/uninstalled/unattended items for each week to maximum limit of 10% of the value of items so undelivered/uninstalled/unattended.

In the event of the contractor's failure to execute the work entrusted to it under this order satisfactorily, the Institute shall make alternative arrangement to do it and the difference of cost incurred by the Institute thereby shall be recovered from the contractor's unpaid bills and /or Security deposit.

For failures in providing satisfactory service not as grave as to warrant termination of the order/contract, penalty as given in terms and conditions and elsewhere in this tender or as decided by the Institute shall be recovered from the payables to the contractor. The security deposit shall be forfeited in the event of any breach or negligence or non-observance of any terms/conditions of the tender document/contract or for unsatisfactory performance of contract.

17. **FORCE MAJEURE:** If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to if any or seven days, whichever is more, either party may at its option terminate the contract.

18. **APPLICABLE LAW:**

- a) The contractor shall have to comply with the requirements of all the existing laws. The contractor shall also have to comply with the Fair Labour Standards Act and the Occupational Safety and Health Act, and all other applicable laws, ordinances, regulations and codes in the contractor's performance hereunder. The contractor will have to indemnify and hold the Institute and its stakeholders harmless from any loss or damage that may be sustained by the Institute, by reason of the contractor's failure to comply with any laws, ordinance, regulations and codes. The contract shall be governed by the laws and procedures established by govt. of India within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings /processing.

→ *[Handwritten Signature]*



- b) Dispute, if any, will be subject to the exclusive jurisdiction of the competent court at Thiruvananthapuram.
- c) If any disputes and differences cannot be settled and resolved by discussions and negotiation, then the same shall be referred to the sole Arbitrator appointed by the competent authority of the Institute whose decision shall be final and binding on both the parties.
- d) Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Thiruvananthapuram. The decision of the Arbitrator shall be final and binding on both the parties.

5. **Detailed Technical Specifications (DTS) of Furniture – Lecture Hall Complex**

A. **Auditorium – Seating**

**General Specifications:**

- Ergonomic mid back auditorium chairs that can be fixed/grouted to the concrete gallery
- Minimum width of 60 cm and preferred seat height of 45 cm.
- A minimum of 500 chairs should be accommodated in the auditorium
- Comfortable cushioned seats & chair backs with fabric/synthetic/leather upholstery available in a wide range of colors.
- Should remain folded when unoccupied
- Chairs should have retractable desklets that can be stowed away neatly. The desklets must be sturdy and easily retractable.
- All chairs should have armrests of comfortable width and height with smooth rounded edges.
- Chairs should have provision for numbering, aisle lighting, row numbering and provision for providing power switch & socket on sides of aisle seats.
- The method of fixing the chairs to the ground should be sturdy & withstand rough use and should be aesthetically concealed.
- All materials used should be fire-retardant and conforming to all relevant fire codes & standards.

**Material Specifications:**

- Metal (MS/Aluminium) tubular heavy-duty frame
- Bottom support for the seat and backrest to be made of Thermoform plastic / ABS plastic that is durable & high-strength.
- Cushions to be made of High Resilience (HR), High Density Polyurethane Foam or equivalent
- Upholstery made of high quality, heavy duty fabric/synthetic/leather.
- Armrests to be made of soft Polyurethane / Polished Soft Wood.
- Desklets to have metal heavy-duty hinges & supports and writing surface to be wood/laminated particle board/MDF/Metal.
- All furniture should be of material that can be disinfected easily, and should withstand commonly used disinfectant sprays like *Mixture of alcohol & water suitable for disinfecting fabric chairs and Steam cleaning (fear of fungal infection)*

→ *Yanil*



**B. Classroom – Desk:**

**General Specifications:**

- Sturdy desks with fixed writing surface of at least 450mm depth at a height of at least 750mm
- Desks should have modesty panels, provision for providing power & data outlets for individual user and power & data cables should be aesthetically concealed.
- Hooks and Trays for holding backpack and books & stationery. Trays/shelves made of sturdy materials. Hooks should have a minimum bearing capacity of 5 Kg.

**Material Specifications:**

- The supporting structure for the desks must be heavy-duty powder coated with metal frames that can be fixed/grouted to the floor
- Desktops should be scratch-proof & durable, made of pre-laminated particle board / polymer treated particle board or plywood/ MDF/high quality wood etc..
- Modesty panel should be made from the same material as the desktop and of sufficient thickness
- Exposed edges of desktops/modesty panels should have factory fitted lipping or edge banding (PVC, wood etc..)
- All furniture should be of material that can be disinfected easily, and should withstand commonly used disinfectant sprays like *Mixture of alcohol & water suitable for disinfecting fabric chairs and Steam cleaning (fear of fungal infection)*

**C. Classroom – Chair:**

**General Specifications:**

- Ergonomic chairs that can be fixed/grouted to the concrete gallery
- Minimum width of 45 cm and preferred seat height of 45 cm.
- A minimum of 200 chairs (each in 200 seater classrooms), 100 chairs (in 100 seater classrooms) and 50 seaters (in 50 seater classrooms) should be accommodated
- Comfortable cushioned seats & chair backs with durable upholstery available in a wide range of colours.
- Should remain folded when unoccupied
- The method of fixing the chairs to the ground should be sturdy and withstand rough use and should be aesthetically concealed.
- All materials used should be fire-retardant and conforming to all relevant fire codes & standards.

**Material Specifications:**

- Metal (MS/Aluminium) tubular heavy-duty frame
- Bottom support for the seat and backrest to be made of Thermoform plastic / ABS plastic that is durable and high-strength.
- Cushions/Upholstery to be made of High Resilience (HR), High Density Polyurethane Foam or equivalent, high quality material
- All furniture should be of material that can be disinfected easily, and should withstand commonly used disinfectant sprays like *Mixture of alcohol & water suitable for disinfecting fabric chairs and Steam cleaning (fear of fungal infection)*

→ *Harish*



**D. 3 Seater Corridor Chairs: (35 Nos.)**

**General Specifications:**

- Approximate Dimension (in CM) 160 L X 45 D X 77 H
- Minimum weight handling capacity – 350 Kgs.
- Comfortable cushioned seats & chair backs with durable upholstery available in a wide range of colors.
- All materials used should be fire-retardant and conforming to all relevant fire codes & standards.

**Material Specifications:**

- Cold Rolled Perforated Steel Board of 18 swg or better
- Finish – Epoxy Powder Coated in Chromium silver grey or black color
- Cushions/Upholstery to be made of High Resilience (HR), High Density Polyurethane Foam or equivalent, high quality materials

**E. Cafeteria Table and Chairs (20 units consist of 1 Table & 4 Chairs each):**

**Tables:**

The shape of the cafeteria table should be rounded with a 36-inch diameter and 36-inch in height. The cafeteria table should be made of 18 mm MDF/equivalent with a membrane finish for better abrasion, and heat & scratch resistance. All edges should be chamfered.

**Under structure:** The under structure made of powder coated MS/SS finish for long durability. The complete structure should be stable and durable.

**Chair:**

- The seat and back should be made of 12 mm thick molded plywood reckon veneer finish. Seat to backrest height should be approx. 410 mm with approx. 400 mm backrest width. Seat height should be approx. 460 mm, the width should be approx. 420 mm, and the depth of the seat should be approx. 425 mm. The understructure should be of MS pipe of diameter 19x2 ERW pipe with powder coating, with ROHS (or similar) certified. On the backside given a cut to lift the chair with ease.
- Chairs should be stackable.
- All furniture should be of material that can be disinfected easily, and should withstand commonly used disinfectant sprays like Mixture of alcohol & water suitable for disinfecting fabric chairs and Steam cleaning (fear of fungal infection)

**F. Compliance Reports:**

- All metal parts to be powder coated (7 Tank Process) or suitably treated to ensure that no corrosion occurs
- Details/Reports of quality control tests conducted on all components as well as assembled chair to be submitted.
- All the materials are to be recyclable and the recycle process has to be described in detail.



→ *Handwritten signature*

**G. Miscellaneous Information about individual Lecture Halls:****Step – Tread width – 1100mm**

Sl.No.	Description	No.	Type of Seating
1	500 Seater Auditorium	1 No.	Curved Gallery Seating
2	200 Seater Classroom	1 No.	Curved Gallery Seating
3	200 Seater Classroom	1 No.	Straight Gallery seating
4	100 Seater Classroom	2 Nos.	Straight Gallery seating
5	50 Seater Classroom	4 Nos.	Straight Gallery seating

**H. Samples to be provided:**

- a) Auditorium Chair – 1 No.
- b) 2/3 Seater Unit for Classroom Desking and seating – 1 Set
- c) Airport lounge type three seater chairs – 1 No.
- d) Cafeteria Table 1 No. and Chair – 1 No.

→ *Handwritten signature*





**6. CRITICAL DATES TO REMEMBER:**

1.	Publishing Date of tender documents through e-procurement website <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a> .	16.04.2021
2.	Start Date for downloading of tender documents	16.04.2021
3.	Last Date for downloading of tender documents	06.05.2021 upto 04.00PM
4.	Start date of Bid Submission Cover 1 & 2 (Technical Bid & Financial Bid)	16.04.2021
5.	Last date and time for Bid Submission Cover 1 & 2 (Technical Bid & Financial Bid)	06.05.2021 upto 04.00PM
6.	Date and time for opening of Technical bids (Cover 1)	07.05.2021 , 04.00 PM
7.	Date and time for opening of Financial bids (Cover 2)	Will be intimated later

**For Any Other Queries, Please Contact**

**O/o Deputy Registrar**

Room No.1101, Physical Sciences Block

Indian Institute of Science Education and Research Thiruvananthapuram

Maruthamala P.O, Vithura Thiruvananthapuram – 695551

Phone: +91-471-2778010/8031 Email: [service@iisertvm.ac.in](mailto:service@iisertvm.ac.in)



→ *Ganesh*

**Form-1****Bidder Details****Please furnish the following information with self-attested proof/ Registration copies.**

Sl.No.	Description	Whether Documentary Proof enclosed Yes / No
1	Name of the Bidder	
2	Registered Address (complete postal address) of the bidder with phone number, email id & mobile no. etc.	
3	Status of Company/Organization (Please tick one of the below) (Individual / Proprietary / Partnership / Limited or Private Limited etc.	
4	Details of GST/PAN and other statutory registration certificates	
5	Authorization from the OEM (incase the bidder is a dealer/firm other than manufacturer) for bidding the tender	
6	Copy of possession of the valid ISO certification	
7	Details of BIFMA membership	
8	Whether do you have any Branch Office or authorized dealer in Thiruvananthapuram. If yes, please provide the details with phone number, email id & mobile no. etc.	
9	Years of existence	
10	Documentary proof on satisfactory completion of the supply & installation of the similar nature of furniture during the last three years ending the previous day of the last date of submission of tender	
11	Certified copies of P.Os from the Major clients for whom the similar nature of furniture supplied & installed	
12	Details of ongoing projects/orders obtained from the reputed clients preferably from Government / CFTIs / Major Educational Institutions etc.	
13	Details of Manufacturing and other infrastructural facilities, its compliance with Government standards, production & site details etc.	
14	Suggested layout for the lecture halls and auditorium based on the drawings provided	

→ *Handwritten signature*

Form-2

AFFIDAVIT

(To be printed in Rs.100/- stamp paper)

To

The Registrar

IISER Thiruvananthapuram

From

Name of the firm/Agency \_\_\_\_\_

Ref: Name of the tender \_\_\_\_\_ Due date: \_\_\_\_\_

Sir,

1. I/We hereby agree to abide by all terms and conditions laid down in NIT.
2. I/We hereby certify that our firm has not been blacklisted by any of the Government/Semi Government/ Autonomous / PSUs/ CFTIs/ Institute of National Importance etc. as on date of submission of this NIT.
3. I/We hereby confirm that no suit/criminal case pending against the proprietor or any of our Directors (in case of Pvt. Ltd. Company) or not having been earlier convicted for business malpractice or any other laws in force.
3. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves abide by the said terms and conditions.
4. I/We certify that all information furnished by our firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid, without prejudice to any other rights or remedy.
5. I/We understand that any deviation/exception in any form may result in rejection of BID. I/We, therefore, certify that we have not taken any exceptions/deviations anywhere in the BID and I/ we agree that if any deviation/exception is mentioned or noticed, our BID may be rejected

Signature

(Name and Address of the Bidder)

Telephone/Mobile



→ *[Handwritten Signature]*

**Form-3****BIDDER'S ELIGIBILITY CRITERIA – Check List of Enclosures**

Ser No	Description	Confirmation (yes/No)	Proof attached at page no.
1	Status of Company/Organization (Individual /Proprietary /Partnership/Limited/Pvt. Limited- Registration Details, Address, Phone No. & Email etc..		
2	Registration with statutory authorities GST & PAN etc.		
3	Letter of authorization from the Original Manufacturer of Furniture (OEM) (in case the bidder is a dealer/firm other than manufacturer) for bidding the tender		
4	Certified copies of any one or all of the following: <ul style="list-style-type: none"> <li>- Should have carried out a minimum of <b>three similar works</b> with each order value being not less than <b>Rs.50 Lakhs</b> <ul style="list-style-type: none"> <li>▪ Or</li> </ul> </li> <li>- Should have carried out a minimum of <b>two similar works</b> with each order value being not less than <b>Rs.75 Lakhs</b> <ul style="list-style-type: none"> <li>▪ Or</li> </ul> </li> <li>- Should have carried out <b>one similar supply made</b> with the order value being not less than <b>Rs.1 Crore</b></li> </ul>		
5	Certificates from at least two Employer's/Client's for satisfactorily completed/ongoing such projects with minimum payable amount against the contract value as said above in the last three yea		
6	Certified copy of a Registered Chartered Accountant that the annual financial turnover not less than Rs.10 crores during the last three years ending March 2020		
7	Solvency certificate for Rs.50 Lakhs issued by the Scheduled bank on after the date of release of the tender		
8	An affidavit duly notarized on stamp paper worth of Rs.100/- in a prescribed format ( <i>as per Form No.2</i> ) to be provided by the authorized signatory on accepting all terms and conditions and on the Eligibility Criteria-II		
9	Details/Reports of quality control tests conducted on all components as well as assembled chair to be submitted		
10	Details of recycle process		

Date:

Signature and Seal of Bidder




**Form-4****SUPPLY, DELIVERY, INSTALLATION & COMMISSIONING OF SIMILAR NATURE OF FURNITURE**

Sl.No.	Name & Address Of the Client	Value of the Work Order	Date of Commencement of Work	Date of Completion of Work	Details of Furniture Supplied

NOTE: - WORK ORDERS & COMPLETION CERTIFICATIONS FROM CLIENTS TO BE ENCLOSED ALONGWITH THIS PROFORMA.

→ *Yanish*



**General Instructions to the Bidders on financial Bid (BoQ)****Details of columns in the BoQ**

Column	Description
Column No. 1	SI No.
Column No. 2	Item Description
Column No. 4	Qty/No. of Classroom/Auditorium
Column No.5	units
Column No.12	Currency to be quoted (in Indian Rupees only)
Column No.13	The rates quoted by the bidder should be for all inclusive of furnishing a classroom/auditorium with required no. of desks for the seating capacity mentioned in the item description.
Column No.14	Total amount for the qty mentioned in Column No.4
Column No.15	GST amount on column No.14 to be entered by the Bidder
Column No.53	Amount without Tax (GST)
Column No.54	Amount with Tax (GST)
Column No.55	Amount in words

*The individual lecture halls should be furnished with minimum no. of chairs /seating as mentioned in BoQ. In case of more no. of furniture, to be accommodated as per the plan/lay out/drawing submitted by the bidder, the same may be carried out on pro-rata basis ( as mentioned in the optional part of the BoQ) of the individual furniture. The Lowest 1 position shall be decided based on minimum nos. of chairs/seating as mentioned ( from row 1.01 to 7 ).*

**Tips to make entries in the column**

Column no.4 of SI no.1.01 qty 01 means 500

Column no.4 of SI no. 02 qty 01 means 200 chairs with required no. of Desks

Column no.4 of SI No. 03 qty 01 means 200 chairs with required no. of Desks

Column no.4 of SI No. 04 qty 02 means 100 seater LH with required no. of Desks x 2 nos

Column no.4 of SI No. 05 qty 04 means 50 seater LH with required no. of Desks x 4 nos

In case of any queries please email to [service@iisertvm.ac.in](mailto:service@iisertvm.ac.in) or over phone to 0471-2778010/8031 from Monday to Friday 09.00 am to 05.00pm

