NAME OF WORK: Providing furniture’s in rooms of Hostel No 8 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076.”

NIT No: IITB/Dean IPS/CACI/H-18/Furniture / 18 dated 18 /03/2019

PART-1 Eligibility Bid
(to be submitted in Envelope 1)

ELIGIBILITY DOCUMENT
NAME OF WORK: Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076.”

NIT No: IITB/Dean IPS/CACI/H-18/Furniture / 18 dated 18 /03/2019

ENVELOPE 1: Eligibility Bid

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E-Tender Notice - ADVT No.D-45/18-19

Dean (IPS), on behalf of Director, IIT (B) invites Tender in TWO ENVELOPE SYSTEM for “Providing furniture in rooms of Hostel No 18” for Indian Institute of Technology, Bombay inside IITB campus, Powai, Mumbai – 400076

PR No. 1000007353 & RFX No. 6100000108. Intending bidders needs to be register themselves on the website https://portal.iitb.ac.in/vrp/index.jsp to get USER ID and PASSWORD.

For details refer http://www.iitb.ac.in/deanpl/tender.html

Completed tenders shall be submitted up to 15:00 HRS on 12.04.2019

NIT No: IITB/DEAN IPS/CAI/H-18/Furniture /DATED: 18.03.2019

Dean (IPS)
NOTICE INVITING TENDER (To be published in IITB web site)

FOR PREQUALIFICATION CUM TENDER

NIT No: IITB/Dean IPS/CACI/H-18/Furniture / 18 dated 18/03/2019

Name of Work:- “Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076.”

1.0 Dean (IPS) on behalf of the Director-IITB, invites tender in two Envelopes consisting of Envelope-1 :  Documents related to Eligibility criteria (Part-I) and Envelope 2: Technical and Financial Bid (Part-II) from eligible contractors for “Supplying, Fabrication and Installation of furniture in Hostel no.18 rooms for Indian Institute of Technology Bombay in I.I.T. campus, Powai, Mumbai – 76.”

1.1 Tenders will be considered from eligible contractors who have satisfied eligibility criteria as specified in the tender vide documents to be submitted with Envelope-1 of the tenders subject to producing definite proof (from the appropriate authority which shall be to the satisfaction of the competent authority) of having satisfactorily completed similar works of magnitude specified hereinafter:-

<table>
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<tr>
<th>Sr. No</th>
<th>Name of Work</th>
<th>Estimated Cost</th>
<th>Period of Completion</th>
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<th>(EMD) Earnest Money Deposit</th>
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<tr>
<td>1</td>
<td>Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076.</td>
<td>Rs.4.22 Crores</td>
<td>3(Three) Months</td>
<td>5% of the Tendered cost as per Performance Guarantee + 5% Security Deposit as per tender Conditions.</td>
<td>EMD – Rs. 8.44 Lakhs as per tender conditions drawn in favor of Registrar Indian Institute of Technology, Bombay payable at Mumbai to be submitted by the qualified agencies Who shall be</td>
</tr>
</tbody>
</table>
2. **Criteria of eligibility for submission of bid documents:**
Contracts who fulfill the following requirements shall be eligible to bid. **Joint Ventures are not Accepted.**
Bidders should have satisfactorily completed the works as mentioned below during the last 5(Five) years ending 31st March 2018.

(I) Three similar works each costing not less than **Rs. 1.70 Crores** or two similar works each costing not less than **Rs 2.54 Crores** or one similar work costing not less than **Rs 3.40 Crores**

And

(II) One work (either part of (i) above) or a separate one costing not less than **Rs. 1.70 Crores** for any Central / State Government Department / Central Autonomous Body / Central Public Sector Undertaking.

(III) **Similar work shall mean work of “Supplying, Fabrication, and Installation of beds, wardrobes, study tables etc made of prime quality CRC sheet/ tubes – Value of work as stipulated above”**

(IV) The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of interest of 7% per annum, calculated from the date of completion to date of receipt of application for tenders.

(V) Should have had average annual financial turnover of **Rs 8 Crores** on supply of furniture related works during the last three consecutive financial years ending 31st March 2018.

(VI) Should not have incurred any loss in more than two years during available last five consecutive balance sheets up to year ending 31st March 2018.duly certified and audited by the Chartered Accountant. In addition, the agency should not have suffered loss for any of the preceding two years.

(VII) Should have a solvency of **Rs 1.70 Crores** certified by his Bankers.

(VIII) in addition to scrutiny of above related documents IITB reserves the right to inspect the work for Verification

(IX) All relevant information should be submitted in the required format as given in the following section ‘Information and Instruction for Bidders’.

To become eligible for issue of bid, the bidders shall have to furnish an affidavit as under:-

3. Agreement shall be drawn with the successful bidder in prescribed form attached in the Condition of
Contract. Bidder shall quote his rates as per various terms and condition of the Conditions of Contract which will form part of the agreement.

4. The time allowed for carrying out the work will be **3(Three) months** from the date of start as defined in schedule’F’ or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.

5) Firm applied for the Tender should be Registered Trade Mark Brand manufacturer or authorized distributors of Hostel steel furniture manufacturer

5.1) The furniture manufacturing companies should possess certification related to quality & safety process by most of reputed brands of furniture manufacturers e.g. ISO-9001, ISO-14001, ISO-18001, BIFMA Green Guard Certificate (Certificates to be attached).

5.2) The bidder should have their own service centre or dealer to provide timely pre or after sales service within 24 hrs. (details to be attached)

5.3) CNC machines for high precision punching and bending for manufacturing process details

5.4) 10 tank anti-rust treatment plant with R.O. water plant, confirming to IS-3618 (1996) and IS-6005 (1998) to ensure at least B grade Phosphating before final finish detail.

5.5) Conversed powder coating plant and high capacity baking oven (min 210 C˚) to ensure timely delivery of bulk orders.

5.6) Finishing of the steel parts of product should be finished in eco-friendly and fire retardant epoxy-polyester powder. Relevant fire retardant test certificate through powder supplier issued by Govt. approved laboratory is to be enclosed.

5.7) The bidder should have valid Integrated Management System (IMS) for quality and environment such as ISO 9001, 14001, 18001 & valid copy of certificates should be enclosed.

5.8) The ISO certified bidder should provide the documentary proof of their QAP (Quality assurance plan) as well as testing of main raw material certificates as per ISO standard in a NABL approved laboratory as envisaged in their quality management system (QMS).

5.9) The bidder should be a member of BIFMA International, Michigan (USA) and IGBC (Indian Green Building Council). BIFMA member bidder should enclose test certificates of at least two products of their own manufacturing as per ANSI/BIFMA standard.

6. The site of work is available.


Tender drawings in the form of hard copy and PDF copy in CD shall be available from the Office of Dean(IPS) office –i.e. Shri. U. Ramesh ,ATO , Design Cell -3rd floor, Main building . IITB Powai.
Name of Work:- Providing furniture's in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai, Mumbai – 400 076.

Mumbai 400076

Phone number: +91 9833936799 between 11.30hrs to 18.00hrs from 28.03.2019 to 11.04.2019 except all Saturdays, Sundays and public holidays.

8. Cost of Tender Document (non-refundable) of Rs. 2,000/- (Two Thousand Only) in the form of a Demand Draft/Pay Order in favor of “Registrar Indian Institute of Technology, Bombay” payable at Mumbai shall be submitted at the time of submission of Tender Documents. Tender documents shall not be accepted if the tenders are not accompanied by the demand draft/Pay order towards the Tender fee. (Cost of Tender documents).

9. Earnest Money of Rs. 8.44 lakhs as per the terms & condition of contract shall be drawn in favor of Registrar Indian Institute of Technology, Bombay, payable at Mumbai, and submitted by eligible bidders at the time of opening Financial Bid, which shall be intimated to the concerned agencies at later stage.

A part of earnest money is acceptable in the form of bank guarantee also. In such case 50% of earnest money shall have to be deposited in the manner above and balance may be deposited in the form of Bank Guarantee of any scheduled bank having validity for 6 (Six) months or more from the last date of receipt of bid.

10. Pre bid meeting shall be held at the office of Dean (IPS) conference Room, 1st Floor, Main Building, IIT Bombay, Powai, Mumbai 400 076 at 1130 hrs. on 03/04/2019 to clear the doubts of intending tenderer if any. Subsequent to the Pre-Bid meeting clarifications to the queries shall be uploaded in the Institute website http://www.iitb.ac.in/deanpl/tender.html. Queries for clarification to be submitted in hard copy prior to the meeting. Prospective bidders should take note that Clarifications to the queries, the Addendum / Corrigendum transpired at the Pre bid Meeting shall form part of the tender document.

Schedule:
Visit to site: 1000 Hrs to 1130 Hrs
Pre-bid meeting: 1130 Hrs onwards. Application supported by prescribed Tender Fees of Rs.2,000/- in separate envelope and documents related to “Eligibility and “Technical Bid & ” Financial Bid” shall be placed in ONLINE. . The bids will be received in the office of Dean (IPS), 1st Floor Main Building, IIT Bombay up to 1500 hrs. on 12/04/2019 The “Eligibility Documents” shall be opened by Dean IPS or his authorized representative in his office on the same day at 1530 hrs. The time and date of opening of “Technical Bid “& “ Financial Bid” and submission of “EMD” shall be communicated at later date. Intended bidders please note that, following documents shall be submitted in the printed format, each page duly sealed and signed by the bidder.

Note: The Tenderer who are technically qualified (As per eligibility) are asked to provide the sample of the Furniture within 10 days at the Dean (IPS office) Indian Institute of Technology, Bombay. Financial Bid will be opened whose samples Will be selected.

10A. Envelope- 1 –Documents related to Eligibility Criteria (ONLINE SUBMISSION ) as per the format. (To be submitted in Online)
10B Envelope- 2 – Technical and Financial Bid (To be submitted Online ) - Consists of Three volumes ( Volume I, II, and III)

Envelope 2 – Technical Bid: All online submission
i. Contract Condition
ii. Technical Specification
iii. Drawings & Sketches
iv. Covering letter from the tenderer submitting the tender (duly sealed & signed by the bidder- online )

v. Item Rate Tender & Contract for Works On line submission –Tender submitted without signature & seal shall be treated as incomplete tender & shall be rejected.

vi. Performa of Schedules – Schedule A to F

vii. Queries of tenderer & Clarification offered during Pre-bid meeting (hard copy duly sealed & signed by the bidder)

Financial Bid: To be submitted online

Undertaking for using soft copy of Bill of Quantities and submitting drawings in soft format as per Annexure 1 (online – firm sign and seal ).

Bill of Quantities (B.O.Q.) duly filled in with rates (in figures & words) and amounts quoted. Each page of the B.O.Q. shall be signed by the tenderer with his firm’s seal. (Online submission ).

11. The contractor whose bid is accepted will be required to deposit performance guarantee equal to 5%(Five percent) of the bid amount within the period specified in Schedule “F”. This guarantee shall be in the form of an irrevocable Bank Guarantee bond of any scheduled bank or State Bank of India in accordance with the form prescribed or in the form of Govt. security, fixed deposit receipt etc., as in the case of recovery of security deposit within prescribed number of days of the issue of letter of acceptance. This period can be further extended by the engineer-in-charge up to a maximum period of prescribed number of days on written request of the Contractor. In case the contractor fails to deposit the said performance guarantee within the period as indicated in schedule ‘F’ including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically, without notice to the contractor.

12. The description of the work which is enclosed separately as Appendix- ‘A’ of NIT

Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the site conditions, the form and nature of the site, the means of access to the site and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspect it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools and plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other
Tender documents including the above viz. Drawings in the form of hard copy and PDF copy in the CD shall be available from Dean(IPS) office -i.e. Design Cell -3rd floor, Main building . IITB Powai. Mumbai.400076

Phone number :+91 9833936799 between 11.30hrs to 18.00hrs

from 28.03.2019 to 11.04.2019 except all Saturdays, Sundays and public holidays.

Cost of tender documents (non refundable) shall be Rs.2,000/-(Two thousands only ) to be paid in the form of Demand draft drawn in favour of Registrar IIT(B) payable at Mumbai, to be submitted in a separate cover at the time of submission of tender documents.

Tenders without fee shall not be considered.

1. Brief particulars of the work:
   i. Salient details of the work for which bid is invited are as under:
      
      **Name of work:** Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076.”

      **Estimated Cost : Rs 4.42 Crores – period of completion : 3 months**
      ii. The work is situated at Indian Institute of Technology Bombay (IITB), Powai, Mumbai – 400076.
      iii. Work shall be executed according to General Conditions of Contract.

      Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the form and nature of the site, 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 affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and other factors having a bearing on the execution of the work

13. The competent authority on behalf of the Director, Indian Institute of Technology Bombay does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate put forth by the tenderer shall be summarily rejected.

14. Canvassing whether directly or indirectly in connection with tenders is strictly prohibited and tenders submitted by the contractors who resort to canvassing will be liable to rejection.

15 The competent authority on behalf of the Director, Indian Institute of Technology Bombay reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to
perform the same at the rate quoted.

16. **The tender for the works shall remain open for acceptance for a period of THIRTY (30) days from the date of Opening of the Financial Bid.** If any tenderer withdraws his tender before the said period or issue of letter of acceptance which-ever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then IITB shall without prejudice to any other right or remedy, be at liberty to forfeit the 50% of said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the re-tendering process of the work.

17. This Notice Inviting Tender shall form a part of the contract document. The successful tenderer on acceptance of his tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract Agreement consisting of:-

The notice inviting tender, all the documents including additional condition, specifications and drawing, if any, forms of the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.

18. **For composite tenders**

   a. The bidders must associate himself, with agencies of the appropriate class eligible to bid for each of the minor components individually.
   
   b. The eligible bidder shall quote rate of all items of major component as well as for all items of minor components of work.
   
   c. Entire work under the scope of composite bid including major and all minor components shall be executed under one agreement.
   
   d. In case the main contractor intends to change any of the above agency / agencies during the operation of the contract, he shall obtain prior approval of Engineer-In-Charge. The new agency/agencies shall also have to satisfy the laid down eligibility criteria. In case the engineer In-charge is not satisfied with the performance of any agency he can direct the contractor to change the agency executing such items of work and this shall be binding on the contractor.
   
   e. The main contractor has to enter into agreement with contractor(s) associated by him for execution of minor component(s). Copy of such agreement shall be submitted to Engineer-in-charge. In case of change of associate contractor, the main contractor has to enter into agreement with the new contractor associated by him.
   
   f. The composite work shall be treated as complete when all components of work are completed. The completion certificate of the composite work shall be recorded by Engineer-in-charge of major components after record of completion certificate of all other components.
   
   g. Final bill of whole work shall be finalized and paid by the Engineer-in-charge.

19. The tenderer must associate with agencies that are technically and financially capable for the other components individually. The list of proposed agencies shall be submitted along with organization details, annual turnover, list of work carried out / executing, list of technical persons employed and a valid license, along with the tender.

20. The tenderer shall quote his rate as per various terms and conditions of the tender forms. The rate quoted in the tender form shall be written in figures and words, failing which the bid will be liable for
The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.

It will be obligatory on part of the tenderer to sign the tender document for all the components (Schedule of Quantities, conditions, special conditions and Performa schedules etc.)

Dean (I.P.S)

ON BEHALF OF
INDIAN INSTITUTE OF TECHNOLOGY – BOMBAY
INFORMATION & INSTRUCTIONS FOR BIDDERS

1.0 General:
1.1 All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a “nil” or “no such case” entry should be made in that column. If any particulars/query is not applicable in case of the bidder, it should be stated as “not applicable”. The bidders are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the bid being summarily disqualified. Bids made by telegram or telex and those received late will not be entertained.

1.2 The bid should be legibly type-written. The bidder should sign and stamp each page of the tender document.

1.3 Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting. Pages of the eligibility criteria document are numbered. Additional sheets, if any added by the contractor, should also be numbered by him. They should be submitted as a package with signed letter of transmittal.

1.4 References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by an officer not below the rank of Executive Engineer or equivalent.

1.5 The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of eligibility criteria document unless it is called for by the Employer.

1.6 Any information furnished by the bidder found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of work in Indian Institute of Technology Bombay. If such bidder happens to be enlisted contractor in Indian Institute of Technology Bombay, his name shall also be removed from the approved list of contractors.

2.0 Definitions:
2.1 In this document the following words and expressions have the meaning hereby assigned to them.

2.2 Employer: Means the Director of Indian Institute of Technology, Bombay, acting through the Dean – Infrastructure, Planning & Support.

2.3 Bidder: Means the individual, proprietary firm, firm in partnership, limited company private or public or corporation.

2.4 “Year” means “Financial Year” unless stated otherwise.

3.0 Method of application:
3.1 If the bidder is an individual, the application shall be signed by him above his full type written name and Current address.

3.2 If the bidder is a proprietary firm, the application shall be signed by the proprietor above his full type Written name and the full name of his firm with its current address.

3.3 If the bidder is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses, or, alternatively, by a partner holding power of attorney for the firm. In the later case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.

3.4 If the bidder is a limited company or a corporation, the application shall be signed by a duly authorized Person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The bidder should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.
4.0 Final decision making authority.
The employer reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders.

5.0 Particulars provisional
The particulars of the work given in Annexure – A are provisional. They are liable to change and must be considered only as advance information to assist the bidder.

6.0 Site visit
The bidder is advised to visit the site of work, at his own cost, and examine it and its surroundings to himself collect all information that he considers necessary for proper assessment of the prospective assignment.

7. Initial criteria for eligibility.

Joint ventures not accepted
Contractors who fulfill the following requirements shall be eligible to bid. Joint Ventures are not Accepted.

Bidders should have satisfactorily completed the works as mentioned below during the last 5(Five) years ending 31st March 2018.

(I) Three similar works each costing not less than Rs. 1.70 Crores or two similar works each costing not less than Rs.2.54 Crores or one similar work costing not less than Rs. 3.40 Crores
And
(II) One work (either part of (i) above) or a separate one costing not less than Rs. 1.70 Crores for any Central/State Government Department/Central Autonomous Body/Central Public Sector Undertaking.

(III) Similar work shall mean work of "Supplying, Fabrication, and Installation of beds, wardrobes, study tables etc made of prime quality CRC sheet/tubes – Value of work as stipulated above"

(IV) The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of interest of 7% per annum, calculated from the date of completion to date of receipt of application for tenders.

(V) Should have had average annual financial turnover of Rs 8 Crores on supply of furniture related works during the last three consecutive financial years ending 31st March 2018.

(VI) Should not have incurred any loss in more than two years during available last five consecutive balance sheets up to year ending 31st March 2018.duly certified and audited by the Chartered Accountant. In addition, the agency should not have suffered loss for any of the preceding two years.

(VII) Should have a solvency of Rs 1.70 Crores certified by his Bankers.

(VIII) in addition to scrutiny of above related documents IITB reserves the right to inspect the work for Verification.

(IX) All relevant information should be submitted in the required format as given in the following section
‘Information and Instruction for Bidders’.

To become eligible for issue of bid, the bidders shall have to furnish an affidavit as under:-

7.2. Agreement shall be drawn with the successful bidder in prescribed form attached in the Condition of Contract. Bidder shall quote his rates as per various terms and condition of the Conditions of Contract which will form part of the agreement.

7.3. The time allowed for carrying out the work will be 3(Three) months from the date of start as defined in schedule ‘F’ or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.

8) Firm applied for the Tender should be Registered Trade Mark Brand manufacturer or authorized distributors of Hostel steel furniture manufacturer

8.1) The furniture manufacturing companies should possess certification related to quality & safety process by most of reputed brands of furniture manufacturers e.g. ISO-9001, ISO-14001, ISO-18001, BIFMA Green Guard Certificate (Certificates to be attached).

8.2) The bidder should have their own service centre or dealer to provide timely pre or after sales service within 24 hrs. (details to be attached)

8.3) CNC machines for high precision punching and bending for manufacturing process details

8.4) 10 tank anti-rust treatment plant with R.O. water plant, confirming to IS-3618 (1996) and IS-6005 (1998) to ensure at least B grade Phosphating before final finish detail.

8.5) Conversed powder coating plant and high capacity baking oven (min 210 C˚) to ensure timely delivery of bulk orders.

8.6) Finishing of the steel parts of product should be finished in eco-friendly and fire retardant epoxy-polyester powder. Relevant fire retardant test certificate through powder supplier issued by Govt. approved laboratory is to be enclosed.

8.7) The bidder should have valid Integrated Management System [IMS] for quality and environment such as ISO 9001, 14001, 18001 & valid copy of certificates should be enclosed.

8.8) The ISO certified bidder should provide the documentary proof of their QAP (Quality assurance plan) as well as testing of main raw material certificates as per ISO standard in a NABL approved laboratory as envisaged in their quality management system (QMS).

8.9 The bidder should be a member of BIFMA International, Michigan (USA) and IGBC (Indian Green Building Council). BIFMA member bidder should enclose test certificates of at least two products of their own manufacturing as per ANSI /BIFMA standard.

9) The site of work is available.
10.0 Bid documents in the form of booklet consisting Package-I- Eligibility criteria & Volume – I: Condition of Contract Volume II : Technical Specifications –Volume III–Bill of Quantities (Package-II) are to be downloaded from IITB website from **28.03.2019 to 11.04.2019**

Tender drawings in the form of hard copy and PDF copy in CD shall be available from the Office of Dean(IPS) office – i.e. Design Cell -3rd floor, Main building, IITB Poway, Mumbai-400076. **Phone number :+91 9833936799** between 11.30hrs to 18.00hrs from **28.03.2019 to 11.04.2019** except all Saturdays, Sundays and public holidays.

11.0 Cost of Tender Document (non-refundable) of Rs. 2,000/- (Two Thousand Only) in the form of a Demand Draft/Pay Order in favor of **Registrar Indian Institute of Technology, Bombay** payable at Mumbai shall be submitted at the time of submission of Tender Documents. Tender documents shall not be accepted if the tenders are not accompanied by the demand draft/Pay order towards the Tender fee. (Cost of Tender documents).

12.0 Earnest Money of **Rs. 8.44 lakhs** as per the terms & condition of contract shall be drawn in favor of Registrar Indian Institute of Technology, Bombay, payable at Mumbai, and submitted by eligible bidders at the time of opening Financial Bid, which shall be intimated to the concerned agencies at later stage.

b) A part of earnest money is acceptable in the form of bank guarantee also. In such case 50% of earnest money shall have to be deposited in the manner above and balance may be deposited in the form of Bank Guarantee of any scheduled bank having validity for 6 (Six) months or more from the last date of receipt of bid.

(c) Should not have incurred any loss in more than two years during available last five consecutive Balance sheets up to year ending 31st March 2018.duly certified and audited by the Chartered Accountant. In addition, the agency should not have suffered loss for any of the preceding two year.

(d) in addition to scrutiny of above related documents IITB reserves the right to inspect the work for verification

**13.0 Firms have to submit :**

i) List of similar works carried out by them for the last five years indicating, the Organization for whom executed, indicating Value of work, Completion time (Stipulated and Actual)

ii) List of similar works in hand indicating, the Organizations for whom the work is executed, Value of work, Completion time: Stipulated and Actual present status of the work,

iii) Performance certificate issued by the employer

iv) List of Technical Staff

v) Pan & TIN No.

vi) GST

**13.2 ADDITIONAL QUALIFICATION CRITERIA**

a) The bidder must be original furniture manufacturer involved in the manufacturer of beds, wardrobes and study tables and minimum of 5 (Five) years –Documents of incorporation of company/organization to be provided.
b) The bidder must have Qualified and Experienced personnel for the successful completion of the works. List of employees and bio-data of officials proposed to be deployed for the project shall be submitted.

c) The bidder must have Qualified and Experienced personnel for the successful completion of the works. List of employees and bio-data of officials proposed to be deployed for the project shall be submitted.

d) The bidder must own, or have assured access to (through hire, lease, purchase agreement or other means) equipment and instruments to successfully execute the contract. List of machinery/ instruments proposed to be deployed /used on the project for the manufacturing of equipments must be provided with details of factory/storage.

e) The bidder should provide **minimum 2 years warranty** on the furniture supplied from the date of providing.

The Bidder shall meet all the above Qualification Criteria. Bidder not meeting the above Qualifying Criteria shall be disqualified and his Bid shall be summarily rejected.

13.3 At the time of purchase of tender, the renderer shall have to furnish an affidavit as under:

“I/We undertake and confirm that eligible similar work(s) has /have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of IIT, Bombay, then I/We shall be debarred for tendering in IIT, Bombay contracts in future forever. Also, if such a violation comes to the notice of IIT, Bombay before date start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.”

13.4 The bidder should have had average annual financial turn over (gross) of **Rs 8.00 crores** on furniture (Bed, wardrobe and study table) Works during the immediate last three consecutive financial years. This should be duly audited by a Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average.

13.5 The bidder should not have incurred any loss in more than two years during the immediate last five consecutive financial years, duly certified by the Chartered Accountant.

13.6 The bidder should have a solvency of Rs. 1.70 crores certified by his Bankers.

13.7 The bidder should own equipment as required for the proper and timely execution of the work. Else, he should certify that he would be able to manage the equipment by hiring etc., and submit the list of firms from whom he proposes to hire.

13.8 The bidder should have sufficient number of Technical and Administrative employees for the proper execution of the contract. The bidder should submit a list of these employees stating clearly how these would be involved in this work.

13.9 Bidder’s performance for each work completed in the last Seven years and in hand should be certified by an officer not below the rank of Executive Engineer or equivalent and should be obtained in sealed cover.

14.0 Financial information

Bidder should furnish the following financial information:
Annual financial statement for the last five years in (Form “A”) and solvency certificate in (Form “B”)

15.0 Experience in works highlighting experience in similar works

15.1 Bidder should furnish the following:

List of all works of similar nature successfully completed during the last five years in (Form “C”).
(a) List of the projects under execution or awarded in (Form “D”).

15.2 Particulars of completed works and performance of the bidder duly authenticated/certified by an officer not below the rank of Executive Engineer or equivalent should be furnished separately for each work completed or in progress in (Form “E”).

15.3 Information in (Form “D”) should be complete and no work should be left out.

15.4 Information
Bidder is required to submit the information in respect of his organization in Forms “F” & “G”

15.5 Construction plant and equipment
Bidder should furnish the list of construction plant and equipment including steel shuttering, centering and scaffolding to be used in carrying out the work. (in Form “H”). Details of any other plant & equipment required for the work not included in Form “F” and available with the applicant may also be indicated.

15.6 Bidding Capacity (Not Applicable)
Calculation of bidding capacity as per Form ‘I’

15.7 Letter of transmittal
The bidder should submit with the letter of transmittal enclosed along with the tender document.

16.0 Opening of Price bid
After evaluation of applications, a list of short listed agencies will be prepared. Thereafter the financial bids of only the qualified and technically acceptable bidders shall be opened at the notified time & date after receipt & Verification of E.M.D in the presence of the qualified bidders or their representatives. The bids shall remain valid for 30 days from the date of opening of financial bids.

17.0 Award criteria
17.1 IITB reserves the right, without being liable for any damages or obligation to inform the bidder,

   (a) Amend the scope and value of contract to the bidder.
   (b) Reject any or all the applications without assigning any reason.

17.2 Any effort on the part of the bidder or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.

17.3 The bidder should disclose details of arbitration / litigation cases, if any, is pending or in progress. Hiding of such information would result in summary rejection of his bid without assigning any reason.
NOTE: The Tenderer who are technically qualified (As per eligibility) are asked to provide the sample of the Furniture within 10 days at the Dean (IPS office) Indian Institute of Technology, Bombay. Financial Bid will be opened whose samples will be selected.
LETTER OF TRANSMITTAL

NAME OF WORK: “Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076.”

NIT No: IITB/Dean IPS/CACI/H-18/Furniture / 18 dated 18 /03/2019
to,
The Dean (IPS)
Indian Institute of Technology Bombay
Sir,
Having examined the details given in pre-qualification press notice & prequalification document for the above work, I/We hereby submit the pre-qualification document & other relevant information.

1. I/we hereby certify that all the statements made and information supplied in the enclosed forms “A” to “I” and accompanying statement are true & correct
2. I/we have furnished all information and details necessary for prequalification and have no further pertinent information to supply
3. I/we submit the requisite certified solvency certificate and authorize Dean IPS, IITB, Powai, Mumbai- 76 to approach the bank issuing the solvency certificate to confirm the correctness thereof and also authorize to approach individuals, employers firms firm’s and corporation to verify our competence & general reputation.
4. I/we submit the following certificates in support of our suitability technical knowhow and capability for having successfully completed the following works.

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<tr>
<th>Sr. No.</th>
<th>Name of Work</th>
<th>Certified by/ from</th>
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INDIAN INSTITUTE OF TECHNOLOGY, BOMBAY

Name of Work: - Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076."

Enclosures

1.

2.

Date of submission:

Signature(s) of Authorized Signatory with seal

AFFIDAVIT (On Rs 100/- Non judicial stamp Paper )

“I/We undertake and confirm that eligible similar work(s) has / have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of IIT Bombay, then I/We shall be debarred for tendering in IIT Bombay contracts in future forever. Also, if such a violation comes to the notice of IIT Bombay before the date of start of work, the Engineer-in-charge shall be free to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee.”

Authorized Signatory

Signed & sealed
Name of Work: Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076."
FORM ‘A’
FINANCIAL INFORMATION

I. Financial Analysis – Details to be furnished duly supported by figures in balance sheet/ profit & loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

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(i) Gross Annual turnover on Kitchen Equipments Works.
(ii) Profit/Loss.

II. Financial arrangements for carrying out the proposed work.

III. Solvency Certificate from Bankers of the bidder in the prescribed Form “B”.

Signature of Chartered Accountant with Seal

Signature of Bidder(s).
FORM”A1”
FORM OF WORKING CAPITAL CERTIFICATE FROM A SCHEDULED BANK

Certified that Shri/Smt./M/s……………………………………………………………………………………………………..S/O/W/O………………………………………………………………………………..and residents of ………………………………………………………………..has/have been maintaining a saving bank account/current account/fixed deposit account with this branch of our bank since ……………………………….and an amount not less than Rs………………………………………/- (Rupees…………………………………………………………………………………………………………………………………………………..) has been available to take credit in his/her/their account No………………………………………………………………………………….for last six months.

This certificate is issued on the request of Shri/Smt./M/s…………………………………………………………….. for obtaining Prequalification for Construction of TYPE A building at Indian Institute of Technology Bombay, Powai Mumbai - 400076

Signature of bank with Date & Seal

Note: Certificate should be on bankers letterhead & in sealed cover addressed to Dean (IPS) In the above format
Name of Work: Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076.

FORM OF BANKERS’ CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information that
M/s…………………………………………………………………………………………….having marginally noted-address, a customer of our bank are/is respectable and can be treated as good for any engagement up to a limit of Rs……………… Rupees…………………………………………………………………………………)

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)
For the Bank

NOTE
(1) Bankers certificates should be on letter head of the Bank, sealed in cover addressed to tendering authority.
(2) In case of partnership firm, certificate should include names of all partners as recorded with the Bank.
INDIAN INSTITUTE OF TECHNOLOGY, BOMBAY

Name of Work: Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076.

LAST FIVE YEARS ENDING 31st March 2018

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of work/project and location</th>
<th>Owner or sponsoring organization</th>
<th>Cost of work in crores of rupees</th>
<th>Date of commencement as per contract</th>
<th>Stipulated date of completion</th>
<th>Actual date of completion</th>
<th>Litigation/ arbitration cases pending/ in progress with details*</th>
<th>Name and address/ telephone number of officer to whom reference may be made</th>
<th>Remarks</th>
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* Indicate gross amount claimed and amount awarded by the Arbitrator.

Signature of Bidder(s)
INDIAN INSTITUTE OF TECHNOLOGY, BOMBAY

Name of Work: - Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai, Mumbai – 400 076.

**FORM ‘D’**

PROJECTS UNDER EXECUTION OR AWARDED AS ON 31st March 2018

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of work/project and location</th>
<th>Owner or sponsoring organization</th>
<th>Cost of work in Crores of rupees</th>
<th>Date of commencement as per contract</th>
<th>Stipulated date of completion</th>
<th>Up to date percentage progress of work</th>
<th>Slow Progress if any and reasons thereof</th>
<th>Name and address/ telephon number of officer to whom reference may be made</th>
<th>Remarks</th>
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Certified that the above list of works is complete and no work has been left out and that the information given is correct to my knowledge and belief.

Signature of Bidder(s)

FORM”D1”
Name of Work: Providing furniture in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai, Mumbai – 400 076.

Affidavit to be applicant contractor/ firm along with prequalification application
(As applicable for affidavit as per respective State Government rule)

AFFIDAVIT

I, ……………………………………………… S/o Sh………………………………………………….. Aged …………………. Years, R/o ………………………………………………………………………………………. Sole proprietor / Partner/Director (as the case may be) of M/s/Shri …………………………….. (Name of firm with address ) …………………………. do hereby Solemnly affirm and declare that:

1. I/we Confirm, and submit that no work other than shown in the Form D has been secured and executed by me/us during the period of ………………….to…………………. (Indicate period of last valid period of enlistment ) This is my true statement.

I am deponent herein and I am fully acquainted with the facts of the affidavit

Deponent

It is verified that my above statements are true and correct to the best of my knowledge and belief and nothing is concealed therein.

Date :

Place

Indentified by me

Dated Signature with Seal of Notary Public

FORM ‘E’
PERFORMANCE REPORT OF WORKS REFERRED TO IN FORMS “B” & “C”
1. Name of work/project & location
2. Agreement no.
3. Estimated cost
4. Tendered cost
5. Date of start
6. Date of completion
   a. Stipulated date of completion
   b. Actual date of completion
7. Amount of compensation levied for delayed completion, if any
8. Amount of reduced rate items, if any.
9. Performance Report

(1) Quality of work       Very Good/Good/Fair/Poor
(2) Financial soundness   Very Good/Good/Fair/Poor
(3) Technical Proficiency Very Good/Good/Fair/Poor
(4) Resourcefulness       Very Good/Good/Fair/Poor
(5) General Behavior      Very Good/Good/Fair/Poor

Dated:                           Executive Engineer or Equivalent/Authorised Signatory
FORM “F”

STRUCTURE & ORGANISATION

1. Name & address of the bidder
2. Telephone no. /Telex no. /Fax no.
3. Legal status of the bidder (attach copies of original document defining the legal status)
   a) An Individual
   b) A proprietary firm
   c) A firm in partnership
   d) A limited company or Corporation
4. Particulars of registration with various Government Bodies (attach attested photocopy)

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<tr>
<th>Organization/Place of registration</th>
<th>Registration No.</th>
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5. Names and titles of Directors & Officers with designation to be concerned with this work.
6. Designation of individuals authorized to act for the organization
7. Was the bidder ever required to suspend construction for a period of more than six months continuously
   After he commenced the construction? If so, give the name of the project and reasons of suspension of work.
8. Has the bidder or any constituent partner in case of partnership firm, ever abandoned the awarded work before its
   completion? If so, give name of the project and reasons for abandonment.
9. Has the bidder or any constituent partner in case of partnership firm, ever been debarred/black listed for tendering in any
   organization at any time? If so, give details
10. Has the bidder or any constituent partner in case of partnership firm, ever been convicted by the court of law? If so, give
    details.
11. In which field of Civil Engineering construction the bidder has specialization and interest?
12. Any other information considered necessary but not included above.

Signature of Bidder(s)

FORM ‘G’
**DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THE WORK**

<table>
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<tr>
<th>S. No.</th>
<th>Designation</th>
<th>Total number</th>
<th>Number available for this work</th>
<th>Name</th>
<th>Qualifications</th>
<th>Professional experience and details of work carried out</th>
<th>How these would be involved in this work</th>
<th>Remarks</th>
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Signature of Bidder(s)

I hereby declare that in the event of successful tender, the technical staff mentioned in column no 7 of FORM “G” shall be deployed for execution of the work.

Signature of Authorised Signatory

Dated
INDIAN INSTITUTE OF TECHNOLOGY, BOMBAY

Name of Work: Providing furniture’s in rooms of Hostel No 18 for Indian Institute of Technology Bombay within IITB campus Powai. Mumbai – 400 076.”

FORM ‘H’
DETAILS OF PLANT AND EQUIPMENT LIKELY TO BE USED IN CARRYING OUT THE WORK

<table>
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<th>S. No.</th>
<th>Name of equipment</th>
<th>Nos.</th>
<th>Capacity or type</th>
<th>Age</th>
<th>Condition</th>
<th>Ownership status</th>
<th>Current location</th>
<th>Remarks</th>
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For Material Movement and Lifting
1. Material Handling Equipment

Installation Machinery
1. Wielding Machine
2. Hand Tools
3. Measuring Equipment
4. Plumbing Tools

Signature of Bidder(s)

NOTE: ABOVE LIST MAY BE MODIFIED SUITABLY BY NIT APPROVING AUTHORITY AS PER PROJECT REQUIREMENT