

Buyer Added Additional Terms and Conditions

Specifications

1. Reception table (1 Piece)

Supply & Installaion of L shaped reception table

Reception table size should be 2400W1 x 1770W2 x 700D x 1080Ht mm +/- 1 mm. Worktop size should be made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Access Flap along with a Gromett is provided on work surface for wire management. Wire Management powe box should be made of 0.8 mm thick CRCA (IS: 513), with switch plate (8+3 Module cutout provision for Anchor Roma) which is fixed with worktop along the width at Access Flap position. Table modesty panel side skirting should be made of 25 mm thk Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Understructure should be made of 18mm Thick Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Top shelf should be made of 18mm thk Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Table should have a storage unit made of 18mm thk Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Drawer bottom is made of 5.5thk MDF whiteboard. Handle is provided for ease of opening. HDU and Drawer is provided with cam lock for security.

2. Three seater chair (Reception Area Chair-V2 – 8 pieces)

Supply & Installation of three seater chair

Three seater chair should be a lounge seating system standing on connecting beam and leg structure. The construction of the product should be simple and easy to assemble. The seat and back should be made of 0.1 ±0.012 cm thick CR steel perforated sheets which should be welded to a seat/back frame assembly made of 0 1.9 +/-0.02cm x 0.16+/-0.0128 cm thk MSERW tube. Connecting Strips made of 0.5cm thick HR steel should be welded to the structure. The mounting base subassembly should be made up of 0 1.9 +/-0.02cm x 0.16 +/-0.0128 cm thk & C-channel should be made of 0.315+/-0.022cm HR steel welded to connecting strip for assembly with the connecting beam. The seat size shall be 39.2cm. (W) x 41.5cm.(O) (Approx.) and of back should be 39.5cm. (W) x 21.5cm.(H) (Approx.). It should be made up of 5.0 ±0.03 cm x 5.0 +/-0.03 cm x 0.16 +/-0.0128 cm thk. M.S.E.RW Square tube. The connecting beam should be powder coated (DFT 40-60 microns). The ends of the Beam should be closed with L-shaped plastic end cap made from PP material. The connecting beam assembly shall be powder coated (DFT 40-60 microns). It shall be made up of 5.0 +/-0.03 cm x 5.0 +/-0.03 cm x 0.16 +/-0.0128 cm thk. M.S.E.R.W Square tube and dia 3.175 +/-0.03 cm x 0.2 +/-0.016 cm thk M.S.E.R.W tube welded together to C-channel made of 0.2 +/-0.018 cm thk CR steel. Plastic End caps shall be fitted to Legs. The leg assembly shall be powder coated (DFT 40-60 microns). Overall Dimensions of Chair shall be Seat Height - 44.5 cm, Height - 77.5 cm, Width & Depth of Chair as - Width-160.0cm and Depth-57.5 cm.

Additional Terms and conditions

- 1 The Bidder participating in the tender should be an OEM or an Authorized Dealer. Upload Manufacturer authorization: Wherever Authorized Distributors are submitting the bid, Manufacturers Authorization Form (MAF)/Certificate with OEM details shall also be uploaded.
- 2 Splitting up of Bid items is not possible. Bidder shall quote for all products mentioned in the Bill of Quantity. Bidder's offer is liable to be rejected if they do not quote for all products mentioned in Bill of Quantity (BOQ).
- 3 Bidder should upload Specification and Catalogues of the quoted products. Bidder should provide the available colour options for the offered chairs, Buyer reserves the right to choose the colours from the available options for the above items and the same will be mentioned in the Purchase Order.
- 4 Service Escalation Matrix of the Bidder should be provided with office set up and Warehouse details in Kerala. Registration Certificate also to be submitted as documentary evidence.
- 5 The supplied products should be designed and tested as per BIFMA standards for comfort, safety, and durability.
- 6 The Bidder/OEM should have manufacturing facility in India and they shall manufacture in accordance with ISO 9001:2015, 14001:2015, 45004:2018 and 50001:2018 follow safety norms in accordance of OHSAS.
- 7 The Bidder/ OEM should have green guard, BIFMA, IAQ Certification for the offered furniture which are in accordance with environment requirements and recognized under Ministry of New and Renewable Energy.
- 8 The Bidder / OEM {themselves or through reseller(s)}, should have executed project for supply and installation / commissioning of same or similar category products during last 3 financial years. Supporting documents to be submitted by the bidder
- 9 The supplied items should be free from material and workmanship defects and the supplier should warrant for the same through an OEM undertaking for a **period of five year**. Any defects observed during the period should be repaired/ replaced free of cost. The warranty period should start from the date of final acceptance by Buyer.
- 10 **Scope of work: Supply of all the items mentioned in the tender, safe transportation to Consignee location, installation at site, demonstration, and acceptance at Consignee location and warranty obligation. The bidder should carry out the final placement or layout of the assembled items as per the user requirement or layout provided by the user.**
- 11 Availability of Service Centres: Bidder/OEM should have a Functional Service Centre at Consignee Location. The Bidder/ OEM should have their dedicated Authorized Service Centre in Consignee Location which will help in quick rectification of service complaints. During warranty period & after warranty, the bidder/ OEM should be responsible for the transportation of any defective item to their service centre, (ii) repair/ replacement and (iii) returning of the same at Consignee location. Dedicated Toll Free Number shall be included.
- 12 The supplied products should be designed and tested as per BIFMA level 2. Test certificates for each category of furniture according to BIFMA level 2 standards to be supplied along with the offer.
- 13 Bidder's offer is liable to be rejected if they do not upload any of the certificates / documents sought in the Bid document, ATC, Corrigendum (if any) and based on the technical committee decision.
- 14 In case of bunch bids, the OEM of CATEGORY RELATED TO primary product having highest bid value should meet OEM TURNOVER CRITERION.

- 15 The Bidder / OEM {themselves or through reseller(s)}, should have executed project for supply and installation / commissioning of same or similar Category Products during last 3 financial years as on opening of bid, as per following criteria:

- (i) Single order of at least 80% of estimated bid value;
or
- (ii) Two orders of at least 60% each of estimated bid value;
or
- (iii) Three orders of at least 40% each of estimated bid value.

Satisfactory Performance certificate issued by respective Buyer Organization for the above Orders should be uploaded with bid. **In case of bunch bids, the Category related to primary product having highest bid value should meet this criterion.**

- 16 Warranty period: Undertaking to confirm acceptance of submitting Bank Guarantee @ 5 % of contract value towards Performance of items covering warranty period of five years with additional 2 months claim period.
- 17 After award of contract – Successful Bidder shall have to get advance sample approved from buyer before starting bulk supplies. Successful Bidder shall submit 3 samples for Buyer's approval, within 5 days of award of contract. In case, the sample is found to have major deviations / not conforming to the Contract specifications, the buyer at its discretion may call for fresh samples for approval before allowing bulk supplies or may terminate the contract after notifying the deviations to the seller. Unless otherwise provided in the contract, all samples required for test shall be supplied by the seller free of cost. Where under the contract, the seller is required to submit an advance sample, any expenses incurred by the seller on or in connection with the production of stores in bulk, before the sample has been approved unconditionally shall be borne by the Seller and he shall not claim any compensation in the event of such sample being found unacceptable by the Buyer / Consignee.

18 **Payment schedule:**

S. No	Description	% of item contract value
1	On Supply of Furniture item	90%
2	On Installation of furniture item at the required rooms inside the building.	10%

19 **The list of documents to be uploaded along with bid for technical evaluation is as below.**

1. Proof of Experience criterion.
2. Proof of Past Performance criterion.
3. Bidder Turn over Certificate.
4. OEM Annual Turn Over Certificate
5. OEM Authorisation Certificate.
6. OEM Specification of the offered item.
7. Self Declaration for acceptance of submitting bank guarantee @ 5 % of contract value for a period five years with additional 2 months claim period.
8. Undertaking from OEM for warranty period of offered products
9. Certificates requested in ATC
 - a. Compliance statement to all the specification/features/terms and conditions of this tender enquiry
 - b. Details of local service centre & Registration Certificate
 - c. OEM Specification of the offered item
 - d. OEM Catalogue of the offered products.
 - e. Colour options for the offered items.

- f. Willingness to demonstrate whole assembled product at Consignee location.
- g. Service escalation matrix with warehouse & service details in Consignee Location. Dedicated Toll Free Number shall be included.
- h. Test certificates for each category of furniture according to BIFMA level 2 or higher standards
- i. Certifications like Green guard, BIFMA Level 2&IAQ of offered product.
- j. Copy of Bidder/OEM ISO 9001:2015, 14001:2015, 45004:2018 and 50001:2018 certifications from approved NABCB agencies.
- k. OEM / Bidder details of previously executed projects during last 3 financial years.