TERMS AND CONDITION

1. The bidder who does not meet all the terms and conditions under the technical bid will not be entertained for further rounds of selection and their bids will stand disqualified.
2. The firm should have a local office at Odisha.
3. The annual turnover of the firm during last 3 financial years should not be less than 04 (Four) crore. Average Turn Over, Last 3-year ITR, Positive Net Worth Certificate by CA with UDIN number.
4. This office reserves the right to increase or decrease the actual quantity of any or all items of requirement. The Successful Bidder shall have to supply the items or execute the work within 45 days after issue of award letter.
5. The bidder must be registered with GST Authorities of either State or Central Government. Copy of the GST Registration and Copy of the PAN should be enclosed with the bid documents.
6. The rates quoted in financial Bid should be inclusive of all charges such as transportation, loading & unloading, installation, transit insurance, delivery and arrangement of the items at the OFFICE OF THE CHIEF ENGINEER-BHUBANESWAR-II, Nirman Bhawan, Plot No.188/623-624, Pokhariput, Bhubaneswar-751020.
7. The agency must supply all items within 45 days after the issue of letter award. In case of late delivery or not mutually agreed upon CPWD, Bhubaneswar, Odisha reserves the right to impose penalty amount, which will be deducted from bill amount.
8. No advance payment will be made. The Agency is required to submit triplicate Bills, Installation / Completion certificate along with receipted challan duly signed and sealed from the concerned authority of CPWD, Bhubaneswar, Odisha for payment after completion of supply of tendered items.
9. This tender is two bid systems in GEM Portal
10. Technical bid should enclose the following documents.
    a. Proof of annual Turnover during last three years.
    b. GST & PAN certificate
    c. Certificate of incorporation /registration in support of legal entity of the firms.
11. FSC Certificate (Forest Stewardship Council) – Responsible Forestry Certificate ensure the use of wood products from responsibly managed forests.
12. OEM should have IGBC (Indian Green Building Council) Platinum Membership Certificate for at least 5 years
13. The OEM should have
    d. Valid ISO Certificates issued by NABCB accredited agency: ISO 9001:2015 (For Quality Management System- QMS), ISO 14001:2015 (for Environment Management System- EMS), ISO 50001:2018 (Energy management system), ISO 45001:2018 (For Occupational Health and Safety Management System) from accredited agency
    e. All India Occupational Therapist Association (AIOTA) certification indicating that the products are designed ergonomically, and Valid certificate should be uploaded along with the bid
    f. Green Co Gold Certificate (Issued by CII - Confederation of Indian Industries).
    g. OEM should be a member of BIFMA –Business and Institutional Furniture

Manufacturers Association along with compliance certifications of different level 2 or Level 3 as per BOQ/Specification attached. Valid certificate should be uploaded along with the bid for at least 5 years.

h. Green-guard OR Green Pro Certificate: Designing and manufacturing products using environment friendly material and processes supported with valid Certificate by U/L (Underwriter Laboratories).

i. Manufacturing Facility: OEM Shall Have In-House Manufacturing Facility of wooden and steel furniture's, foam manufacturing along with Geo Tagging

14. The bidder should not have been blacklisted by any Government or other organizations, for which an undertaking on stamp paper of Rs 10/- duly attested by Notary, that should be attached with the tender documents.

15. Indian Design Mark compliant issued by Indian Design Council - Design Excellence Certification: India Design Mark signifies excellence in form, function, quality, safety, sustainability, and innovation and communicates that the product is usable, durable, aesthetically appealing, and socially responsible. At least Three Furniture item of the OEM shall be certified as Indian Design Mark compliant. Relevant document in the form of official certificate/ official link/screenshot of the product listed on website showing this compliance is to be uploaded by bidder.

16. Upon verification, evaluation / assessment, if in case any information furnished by the firm is found to be false / incorrect, the bid shall be summarily rejected and no correspondence on the same shall be entertained.

17. The competent authority reserves the rights to reject any/ all bids and cancel the tender process without assigning any reasons thereof.

Annexure-I

Check list

Sl. No.	Criteria	Documentary Evidence	Submission of Document (Yes/No)	If Yes mentioned Page no
1	Registration Details	Proprietorship/Partnership/Private Limited / Co-operative Society		
2	Address of Office	Address Proof of Head office/Local office		
3	Tax Registration and Clearance	GST registration copy		
		PAN registration copy		
4	OEM Authorization Certificate	Tender Authorization of the OEM, Authorize Person Email Id & Contact No should Mention in the Authorization Letter for Verification Purpose.		
5	Turnover	Annual turnover of the bidder should be not below Rs.4.00 crore during last three financial years. Audited and certified balance sheets		
6	ITR	Last 3-year ITR		
7	Net Worth Certificate	Positive Net Worth Certificate by CA with UDIN number		
8	OEM Turnover	Annual turnover of the bidder should be not below Rs.40.00 crore during last three financial years. Audited and certified balance sheets		
9	Service Center	Documentary evidence to prove i.e. the OEM must have service setup, service support team in local (Bhubaneswar & Cuttack) to attend the service within 24 hrs.		
10	Furniture Industry and Standards Certification	BIFMA Compliance, Indian Design Mark compliant issued by Indian Design Council		
11	Quality and Management Certification	ISO 9001:2015, ISO 45001:2018, ISO 14001: 2015 issued by NABCB approved Agencies. ISO 50001:2018, AIOTA, ISO 13485:2016		
12	Environmental, Sustainability, Durability & safety Certifications	FSC Certificate, Green Pro Certification issued by CII/UL/ IGBC, GRIHA Certificate. Indoor Advantage Gold Certification / BIFMA X7.1/M 7.1, BIFMA X 5.1, Zero Waste to Landfill Certificate. BIFMA ((minimum 24 products)		
13	Experience	Must have experience in supply of items to Government organization / Institutes /University. Copy of the orders with Completion certificate of a single order		

		valued is not less than 3 Cr in any of last three financial year are to be submitted.		
14	Undertaking	The bidder must enclose a notarized certificate that the Organization has not been black listed by any institution of the Central/ State government / PSU/ University/ Institute etc. in the past three years.		
15	BOQ	Catalogue and Technical Compliance Document with Specification for all furniture should be attached with the technical bid and same should be available on OEMs' website. We can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters or Non-Compliance shall result in rejection of Bid		
16	Manufacturing Facility	OEM shall have In-House Manufacturing Facility of wooden and steel Furniture's along with Geo Tagging Photo.		

Seal & Signature of the bidder