

Govt. of Jharkhand
Government Polytechnic Dhanbad
(Higher, Technical Education & Skill Development Department)

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e-Tender No.- DHTE&SD/ 01 /2019-20 (2ND CALL)- Furniture, Dated- 21-10-2019

TERMS AND CONDITIONS:

1. The tender is liable to be rejected if not submitted as per the terms and conditions, without seeking further clarification. The tender form shall be downloaded/uploaded from website (www.jharkhandtenders.gov.in) of the Higher & Technical Education and Skill Development Department Jharkhand. The tenderer must submit tender in two separate online proposals from website (www.jharkhandtenders.gov.in) mentioning these as technical and financial bids in the formats provided at sl. no. 33 & 34 of this document may be submitted otherwise their tender will be rejected, assuming tenderer is not serious and does not intend to participate in tender process.
2. The tender will be opened on scheduled date and time as mentioned and the desirous tenderer or their authorized representatives may present during opening of the tender, absence of desirous tenderer or their authorized representative will not be caused for rejection or non validation of tender process.
3. Tender received after due date and time will not be entertained under any circumstances.
4. (a). The cost of tender document & Security deposit will be Rs. 500/- (Five Hundred) & Rs.50,000/- (Fifty Thousand) respectively. This may be submitted only in form of DD of any Nationalized Bank in favour of Principal, Government Polytechnic, Dhanbad payable at Dhanbad separately to the institution on or before 09.11.2019 at 04:00 PM.
(b). The bidder who have submitted EMD of Rs. 50,000/- (Fifty Thousand) in 1st call, is exempted from fresh submission of EMD. He/She should necessarily deposit Tender Fee of Rs. 500/- (Five Hundred) otherwise tender would be rejected.
5. A set of hardcopy of all documents, Tender cost and EMD must be submitted in the institute on or before 09.11.2019 at 04:00 PM in sealed envelope.
6. Item wise least quoted rates will be considered applicable for placing orders for individual items.
7. Name of the manufacturer with complete address should be mentioned against each item or equipment.
8. Price must be quoted F.O.R., Govt. Polytechnic, Dhanbad inclusive of all Taxes and charges.
9. The supplier will have to install the furniture / machine & equipment to the satisfaction of Head of the institution and then only agreed payment will be released. The suppliers are advised to dispatch all materials to the Institute on their own convenience strictly within stipulated time period described in the tender document / agreed time as per order placed.
10. Discount, if offered, should be clearly indicated in the tender both in words and figures against items or on complete bid. In any case, discount offered for making advance payment against R/R will not be considered.
11. **Payment against delivered items will be released after verification of specifications, quality and successful installation at Institute.**
12. In case of any failure in execution of order, the undersigned reserves the rights to forfeit the Security deposit. The undersigned also reserves the right to cancel the order and forfeit the Security deposit in case the tenderer fails to adhere strictly to all terms and conditions of the order.

13. If any kind of defect in furniture is detected and reported, the supplier should replace or rectify the defects free of cost within 15 days from the date of report. The defective furniture will be collected by the supplier at his own cost and risk. However the undersigned may ignore the delay in exceptional deserving and genuine case where the limit of 15 days is not adhered to.
14. Tender should be valid for at least **Six months** from the date of opening of the tender .The price should be **firm** without variations of any kind.
15. The Principal, Govt. Polytechnic, Dhanbad reserves the right to accept the lowest rate or reject all or any item without assigning any reason thereof or to split up the items within two or more suppliers on lowest rate for placement of order. Each and every page of completed Tender documents are to be signed **digitally** by authorized person of manufacturer or dealer while uploading.
16. Request/ Inquiry for the supply of any other items other than BOQ of this Tender will not be entertained.
17. Latest income tax clearance, GST Certificate from the competent authority should be uploaded with the tender. Tender received without this certificate will be rejected.
18. The entire dispute with regard to the contract of purchase of furniture / machine & equipment etc. will be subjected to Legal Jurisdiction of Dhanbad only.
19. The Bidder should fulfill the following conditions:
 - i. Annual turnover of Rs. 3,00,00,000/- (Rs. Three Crore) in supplying furniture in every Financial Years for last three Years i.e. 2015-16, 2016-17 & 2017-18. In case of bidder as Manufacturer, Average annual turnover should not be less than 300 (Three Hundred) Crore for the last three FY Year wise as mentioned above.
 - ii. Audit Balance Sheet for last three Financial Years i.e. 2015-16, 2016-17 & 2017-18.
 - iii. Income Tax return in the name of organization / firm for the last three Financial Years i.e. 2015-16, 2016-17 & 2017-18.
 - iv. Photo copy of updated GSTIN and registration certificate in the field of supply must be submitted with the quotation, failing which the quotation will be liable to be rejected or will be rejected. Bidder/Manufacturer should have registered/local office in Jharkhand and should avail Jharkhand GST No.
 - v. PAN No of organization/supplier.
 - vi. The Bidder/Manufacturer should have a minimum of 03 (Three) years of experience in supplying furniture to reputed government institutions of India. Copies of purchase orders of similar equipment for last Three financial years of reputed institutions like IIT/NIT/Govt. institute etc. must be attached.
 - vii. Technical specification sheet with make, model, brand of quoted equipment and complete details with make/model etc should be clearly specified otherwise offer will be rejected.
 - viii. The Bidder will have to give an undertaking that they are not blacklisted in last five years from any State/Central Government Department /Government institute/organization of India.
 - ix. Technically qualified bidders may be called upon to give full presentation or live demonstration of the quoted equipment in the institute at their own cost before opening of price bid as a support of their technical details and clarifications to technical committee as and when required.
20. The tenderer should bear all the transportation & insurance risk till the delivery point.
21. The tenderer is expected to quote tender in the same format and serial order as in the Tender Document without modifying /tempering the specifications mentioned therein, however if he wishes to mention further add-on specification, for the sake of clarity, it can be mentioned in a separate column.
22. Tender is to be submitted along with filled up check list for Technical Bid, failing which tender will be summarily rejected.

23. Govt. Polytechnic, Dhanbad will have right to add / alter any term and condition as per existing financial/ treasury rules and provisions applicable in the Jharkhand state, if it has not been mentioned in the said terms and conditions.
24. The bidder/Manufacturer should fulfill the parameters of standards and certification laid down under ISO-9001-2008/2015, QMS (Quality Management Standard), ISO 14001-2004-EMS (Emission Management Standard), ISO-50001-2011 (Energy Management System), Green Guard Certificate (Other Equivalent or Assurance Certificate will not be accepted), AIOTA certificate and BIFMA (Business & Institutional Furniture Manufacturer Association)
25. The quantity given in the tender for the respective items are subject to increase or decrease.
26. Bidder should have follow the instructions and stipulated time in purchase order to deliver and installation (wherever required) of items.
27. At least One year onsite comprehensive warranty on all items must be provided.
28. Bidder must have smart manual /e-manual / product tutorial and Training facility for Faculty members and students (wherever essential)
29. Suggestions put up in Pre-bid meeting shall be subject to acceptance to the Government Polytechnic, Dhanbad. Govt. Polytechnic, Dhanbad reserves the right to upload or not upload about the suggestions coming from bidder.
30. Bidder/ Manufacturer should provide Toll free number for any service complain and Escalation Matrix to look after complains.
31. Bidder Manufacturer should provide the Escalation Matrix.

32. Check List for Technical Bid

SI No.	Item	Vendor to Indicate	
		Amount (Rs.)	DD No.
1.	Tender cost	Amount (Rs.)	DD No.
2.	Amount Submitted as SECURITY Deposit	Amount (Rs.)	DD No
3.	Turnover for years.(Supplier)	2015-16, 2016-17 & 2017-18.	
		Amount(Cr)	
4.	Turnover for years.(Manufacturer)	2015-16, 2016-17 & 2017-18.	
		Amount(Cr)	
5.	ISO 9001:2015 & OHSAS 18001:2007, ISO14001:2004, ISO-50001-2011, Green Guard Certificate, AIOTA Certificate and BIFMA Certificate	Enclose the certificate	
6.	Certificate of Manufacturer or Distributer (which ever Applicable)	Enclose the certificate	
7.	Income tax return for last three financial year i.e. 2015-16, 2016-17 & 2017-18.	Mention the Years and enclose certificate	
8.	GSTIN Certificate	Enclose the certificate	
9.	Firm/Company valid Registration No.	Enclose the certificate	
10.	Audit Balance Sheet for last three Financial Years i.e. 2015-16, 2016-17 & 2017-18.	Mention the Years and enclose certificate	
11.	Manufacturer Authorization Certificate on original letter head or Manufacturer Certificate	Enclose the certificate	
12.	Companies TAN No. & GSTIN No	Mention the Number	
13.	PAN No.	Mention the Number	
14.	Online Technical Bid as per Proforma.	Yes/No	
15.	Whether price quoted are inclusive of taxes, installation and F.O.R. destination?	Yes/No	
16.	Whether agree to supply material not more than the rates given to other Govt. Institutions?	Enclose in the form of Certificate	
17.	Whether onsite warranty on the quoted item acceptable?	Yes/No	
18.	Tenderer should bear all the transportation & insurance risk till the delivery point.	Yes/No	
19.	Whether jurisdiction of Court at DHANBAD acceptable?	Yes/No	
20.	Undertaking with signature & Seal	Yes/No	
21.	Not blacklisted in last 05 years	Undertaking	
22.	03 years of experience for supplying furniture	Yes/no	
23.	Toll free number	Give the number	
24.	Escalation Matrix	Yes/No	

Note:- (i) Check-list should be properly filled in, duly signed in ink and with seal and colour scanned copy submitted online.

(ii) All documents uploaded online must be duly signed in ink and with seal

Date: _____

Signature & seal of the Vendor.

33. Proforma for Technical Specification (in Ms-Excel 97-2007)

The offer should be submitted in the following format only

Sl No	Name of the Item along with make and Model	Specifications given in tender	Technical specifications which the bidder wants to supply as per catalogue brochure	Delivery Period	Remark

Note : Attach catalogue/brochure in original for above quoted items. The quoted items should conform to BIS / ISO Standard.

34. Proforma for Financial Bid

The offer should be submitted in the following format only

Sl. No.	Name of the Item along with make	Specifications given in tender	Technical Specifications which the bidder wants to supply as per catalogue/ brochure	Discount (if applicable)	Discounted Price of Equipment inclusive of all Taxes & all other charges	Remark

Note: All the above quoted items rate should be in confirmation with the tender conditions

35.Undertaking

(To be signed and returned along with the tender)

I/We (Full Name)

Address have gone through the tender rules for the supply of various items as **per TENDER NOTICE (Purchase of Equipment/Items i.e. Name of respective Package applied for)** of The Principal, Government Polytechnic, Dhanbad and

I/We fully accept the bidding rules available with bidding documents.

Date.....

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Signature

(Name & Full Address of the Firm/
Company)