

Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF)



Tender Document

(For the supply and installation of Modular Furniture at AIC-PECF)

(Tender Reference Number : e- proc/AIC-PECF/2019/001)

Date of Tender : 09-08-2019

www.aicpecf.org

(Contains 44 Pages Numbered Serially including this cover Sheet)

NOTICE INVITING TENDER

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Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF), promoted by Pondicherry Engineering College-Puducherry and supported by The Atal Innovation Mission, NITI Aayog, Government of India for promotion of innovation and startups. To set up administrative facilities in AIC-PECF incubation centre, sealed tenders are invited (Technical & Commercial bid in two separate envelopes) under two bid system for supply, installation and commissioning of “Modular Furniture at AIC-PECF”, from eligible suppliers.

The details are summarized below:-

1	Tender number	e- proc/AIC-PECF/2019/001
2	Purchaser	Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF), PEC Campus, Pillichavady, Puducherry-605014
3	Usage of Equipments	The purchaser would place the equipments in Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF), PEC Campus, Pillichavady, Puducherry-605014.
4	Scope of Tender	Supply, installation and commissioning of “Modular Furniture at AIC-PECF”
5	Specification / details	Detailed specifications are given in tender at Annexure –A
6	Web site for details of tender	http://www.aicpecf.org The prospective bidders are advised to remain in touch with the website for any update in respect of this tender
7	Location(s) of supplies	Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF), PEC Campus, Pillichavady, Puducherry-605014
8	Earnest Money Deposit (EMD) along with Tender	The EMD of Rs.2,00,000.00 (Rupees Two Lakhs only) shall be submitted in the form of D.D. in favour of ‘AIC- Pondicherry Engineering College Foundation’ payable at Puducherry and to be placed in the Technical Bid envelope while submitting the tender.
9	Cost of Tender Documents	The tender document can be downloaded from the the following official website of the purchaser: www.aicpecf.org Cost of Tender Documents(Non-refundable) : Rs.500.00/- (Rupees Five Hundred only) . Mode of Payment: a) By way of DD, in favour of of “ <u>AIC-Pondicherry Engineering College Foundation</u> ” payable at Puducherry.

		b) Tender documents fee can also be paid by NEFT/RTGS for the account details mentioned below-	
		Account Name	AIC-Pondicherry Engineering College Foundation
		Bank	Canara Bank, Pondicherry Engineering College Branch
		Account Number	8441101056098 (SB Account)
		IFSC code	CNRB0008441
10	Last date of submission of tender	Last date for the submission of tender is on 22.08.2019 at 4.30 hours by registered post.	
11	Date of opening of Technical Bid (Envelope-1)	The technical bid of tenders will be opened at Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF), Pondicherry Engineering College campus, Pillichavady, Puducherry-605014 on 26.08.2019 at 3.00 PM.	
12	Date of opening of Commercial Bid (Envelope-2)	The date for opening second envelope containing Commercial Bid will be intimated to the qualified bidders separately	
13	Contact Address	The Executive Director Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF), Pondicherry Engineering College campus, Department of EIE, Pillichavady, Puducherry-605014. Email : aicpecf@gmail.com	

**Executive Director
AIC-PECF**

INSTRUCTIONS TO THE BIDDERS

INSTRUCTIONS TO THE BIDDERS

The Tender shall be submitted in accordance with these instructions, as under.

1. Abbreviations:

- a) Throughout this tender documents, the word / term:
- b) “AIM” means ATAL Innovation Mission.
- c) “day” means Calendar day
- d) “working day” means Monday to Friday in week
- e) “tender” means tender number e- proc/AIC-PECF/2019/001
- f) “Material” means the equipment / accessories as detailed at Annexure-A.
- g) “EMD” means Earnest Money Deposit.
- h) “Purchaser” means Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF)
- i) “Bid” means the document and financial details submitted by bidder.
- j) “Bidder” means the eligible and qualified Original Equipment Manufacturers/ ~~Authorized Distributors / Authorized Dealers.~~
- k) “Tenderer” means the eligible and qualified Original Equipment Manufacturers / ~~Authorized Distributors / Authorized Dealers.~~
- l) “OEM” means Original Equipment Manufacturer
- m) “INR” means Indian Rupees.

2. Eligible Bidder:

- a) The intending Bidder, should be Original Equipment manufacturer (OEM) located in the union territory of Puducherry or Chennai. The Bidder shall submit a self-declaration on their letter-head, along with the Technical Bid, confirming that they are original equipment manufacturers, regular in manufacturing and supplying similar equipments, as listed in this tender, for the last Three (3) years.
- b) The Bidder must have supplied similar kind of equipments to atleast three State / Central government institutions/ research organizations during the past 3 - 5years. (Proof : Copy of Supply orders should be enclosed.)

- c) Bidder should have an Annual turnover of at least Rs.50 lakhs in the previous three audited financial years. (Proof : Copy of audited balance sheets should be enclosed)
- d) The bidder should have the facility to service the equipment after the warranty period and should indicate the service centres available in Puducherry/Chennai. (Contact address of the service centre should be enclosed)

3. Location of supplies:

- a) The location where the equipment(s) are to be supplied through this tender is Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF), PEC Campus, Pillichavady, Puducherry-605014.
- b) The bidder is free to inspect the premises before submitting the bid under this tender.

4. Scope of Supplies:

- a) The material shall be supplied in compliance to the specifications mentioned in Annexure- A of the tender.
- b) The specifications of the materials as mentioned in the Annexure - A are the requirements of tender, however higher specifications of materials may be considered subject to their cost economics i.e. competitiveness in financial terms for the particular location.
- c) After the supply of materials as mentioned in the Annexure- A, the bidder has to execute its installation & commissioning at the designated site in the location(s). No extra cost shall be paid for this reason.
- d) After the installation & commissioning , the training to the AIC-PECF personnel shall be given about the maintenance, information about Do's & Don'ts as well as trouble shooting & all other areas which are necessary for smooth functioning shall be provided at site, by the bidder. No extra cost shall be paid to the successful bidder for imparting this training.
- e) The bidder shall offer on-site comprehensive warranty of materials for at least Ten years (10) from the date of successful commissioning at the designated location. The purchaser is not liable to pay any extra charges on any account during warranty period.
- f) The bidder shall support the purchaser in all respects for the smooth functioning of the installed materials / shifting from one place to another / dismantling of systems /

reorientation requirements which may arise in future during the warranty period. The purchaser is not liable to pay any extra charges for the above said services.

5. Delivery

- a) The purchaser is interested for complete delivery of all materials listed in Annexure-A by the bidder within thirty (30) calendar days from the date of issue of supply order. However, the bidder have an option to submit the best delivery time, but in any case the delivery should be before 45 days after the issue of supply order by purchaser.
- b) The material shall be inspected on receipt at site and bidder shall be responsible for any damage during the transit of machine/ equipment.
- c) The bidder shall not arrange part shipments and/or trans-shipments without the permission of purchaser. The insurance cover including insuring the goods against the loss or damage incidental to manufacture or acquisition, transportation, storage and delivery/Installation & Commissioning shall be obtained by the bidder in his own name and not in the name of purchaser. The purchaser will as soon as possible but not later than 20 days from the date of arrival of goods at destination shall notify the bidder of any loss or damage to the goods.

6. Warranty

- a) The bidder shall offer on-site comprehensive warranty of materials for ten years from the date of successful commissioning of materials at the designated location & shall cover each and every part of the system including parts having limited life etc. The purchaser is not liable to pay any extra charges on any account during warranty period.
- b) The bidder shall pay to the purchaser such compensations that may arise by reasons of the warranty therein contained but not attended by the bidder.
- c) Any part or parts fail or proved defective within the on-site warranty period specified above, owing to defect in design, material or workmanship, the bidder shall have to replace them at the place of installation without asking for any charges.
- d) During the warranty period, expert(s) shall be deputed at site by the bidder within two working days from the date of request from purchaser, to rectify and fixing the defects of materials at the location where equipment supplied. The cost of deputation of expert(s) and any other associated expenditure shall be borne by the bidder.

7. Maintenance Contract

The bidder shall cover the materials under Maintenance Contract for two years after the expiry of warranty period without claiming any additional financial charges from purchaser. The financial bid for the materials shall be quoted accordingly.

8. After Sales Services

- a) The bidder shall ensure to render after sales services during the warranty period and in the period of Maintenance Contract to the satisfaction of purchaser.
- b) The bidder will depute their service personnel within two working days to attend the service call received in writing from purchaser.

9. Manuals:

The bidder to supply two (2) sets of Installation, Operation, Maintenance and Training manuals in hard format and one (1) soft format along with installation.

10. Tender documents:

- a) The tender document can be downloaded from our website **www.aicpecf.org** from 12.08.2019 to 22.08.19. Tender fee of Rs.500.00/- (Rupees Five Hundred only) in form of demand draft in favor of “AIC-Pondicherry Engineering College Foundation” payable at Puducherry shall be enclosed with Technical Bid of the tender.
- b) The other option is to pay Rs.500.00/- (Rupees Five Hundred only) by RTGS/NEFT to the bank of purchaser as detailed under:

Account name	AIC-Pondicherry Engineering College Foundation
Bank name	Canara Bank, Pondicherry Engineering College Branch
Bank a/c no	8441101056098 (SB Account)
IFSC code	CNRB0008441

The bidder should attach the NEFT /RTGS / Statement Slip in the Technical Bid to prove the transfer of payment to the purchaser's Account.

- d) At any time prior to the deadline for submission of bids, the Purchaser may amend the Bidding Documents by issuing addendum. The prospective bidders are advised to remain in touch with the Website for any update in respect of this tender.

11. Authorization for submission of tender:

- a) The original and all copies of the bid shall be signed by a person duly authorized to sign on behalf of the Bidder. The written confirmation of authorization (in form of letter on the bidder's letter head) to sign on behalf of the bidder confirming the signature as a person duly authorized to sign should be attached with the technical bid of the tender.

- b) The person signing the tender form or any other documents on behalf of the Bidder shall be deemed to warrant that he has authority to bind the Bidder. If subsequently comes to light that the person so signed had no authority to do so, the purchaser may without prejudice to any other civil & criminal remedies cancel the tender and hold the Bidder liable for all costs, charges and damages.

12. Earnest Money Deposit:

- a) The EMD shall be submitted in the first envelope superscribed as “Technical Bid”, for the prescribed amount of Two Lakhs Only by the way Demand Draft drawn in favour of “AIC-Pondicherry Engineering College Foundation” only for the material(s) quoted by the Bidder. No cash towards EMD shall be accepted. The offers without EMD from the Bidders shall be rejected.
- b) No other mode of payment is entertained for the payment of EMD other than DD.
- c) The Purchaser shall not be liable for payment of any interest on EMD.
- d) The EMD will be returned to the unsuccessful bidders soon after the orders are placed on the successful bidder. In case of successful bidder, the EMD will be returned along with final payment.

13) Submission of Tender:

- a) The bidder to examine all instructions, forms, terms and specifications in the tender documents and to furnish with its bid all documents or information as required by bidding document.
- b) The language for all the correspondence and documents related to the tender shall be in English / Tamil only. Moreover, the printed literature / technical details for the equipments shall also be in English/ Tamil.
- c) The tender must be placed in a properly sealed bigger envelope addressed to

The Executive Director,
Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF),
Department of EIE,
Pondicherry Engineering College Campus,
Pillichavady, Puducherry-605014.

and the said *Bidder envelope* shall contain two sealed envelopes containing Technical & Commercial bids. The bidder envelope must be super-scribed “Tender supply and installation of Modular Furniture at AIC-PECF, with tender inquiry number and its due date. The two sealed envelopes inside the bidder envelope must be super-scribed as:

Envelope No-1: The said envelope is for technical bid & shall be super-scribed as “Tender for supply and installation of Modular Furniture at AIC-PECF - Technical Bid”

Envelope No-2: The said envelope is for commercial bid & shall be super-scribed as “Tender for the Supply and installation of Modular Furniture at AIC-PECF - Commercial Bid”.

- d) If both or either of the envelopes are not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the bid.
- e) All the columns of the tender shall be duly, properly and exhaustively filled in. Any corrections/over writing etc. in the tender must be signed by the person who is signing the tender.
- f) Tenders received in open covers/ letters / fax / email will not be considered.

14) Financial Bid Submission:

- a) Bidder shall take into account all costs including unloading at the location of purchaser, installation etc. for giving delivery of material at site(s) as detailed at Para 3 of Instructions to Tenderers before quoting the rates. In this regard no claim what so ever shall be entertained.
- b) The price, only in Indian rupees, quoted in financial bid shall be firm and shall include all applicable taxes. Any variation in the taxes, duties, levies etc. till the commissioning of equipments to the location(s) shall be to the bidder's account. No extra payment shall be paid on account of any discrepancy in nomenclature of items. The Bidder shall seek clarifications if any before submitting the tender.
- c) No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained till supplies are completed to the designated location(s).

15) Last date of submission of Tender:

- a) Last date for the submission of tender is on 22.08.2019 at 4.30 hours.
- b) The purchaser may, at its discretion, extend the deadline for the submission of bids by amending the Tender Documents, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended. The prospective bidders are advised to remain in touch with website for any update in respect of their tender.

- c) The purchaser shall not consider any bid that arrives after the deadline for submission of bids. Any bid received by the Purchaser after the deadline for submission of bids shall be declared late, rejected and returned unopened to the Bidder.

16) Opening of Technical Bid:

- a) The technical bid of tenders will be opened at Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF), Pondicherry Engineering College campus, Pillichavady, Puducherry-605014 on 26.08.2019 at 4.30 Hours.
- b) The Bidder or their authorized representative (one person only) may be present at the time of opening of the tender.

17) Opening of Commercial Bid:

- a) The Commercial Bid of only technically qualified bidders will be opened on the stipulated due date. The date & time for opening of Commercial Bid shall be intimated to the technically qualified bidders through email, after the evaluation of Technical Bid.
- b) Purchase reserves the right to accept or reject any or all the offer fully or partly without assigning any reasons and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the financial bid.

18) Validity of tender:

- a) The tender shall be valid for a period of 45 days from the date of opening of the Technical Bid of tender. Terms and financial details submitted in the bid shall be treated as firm during the said period of 45 days.
- b) In exceptional circumstances, prior to the expiry of the bid validity period, the Purchaser may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.

19) Evaluation of Bids:

- a) If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected.
- b) If there is an error in a total corresponding to the addition or subtraction of sub totals, the subtotals shall prevail and the total shall be corrected; and

- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- d) To assist in the examination, evaluation, comparison of the bids and qualification of the Bidders, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. The Purchaser's request for clarification and the response shall be in writing only.
- e) If a Bidder does not provide clarifications of its bid by the date and time set in the Purchaser's request for clarification, its bid may be rejected.
- f) The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to supply order, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically Bid document, EMD deposits shall be promptly returned to the Bidders.
- g) At the time the Contract is awarded, the Purchaser may increase or decrease the Quantity of equipments without any change in the unit prices or other terms & conditions of the bid and the Bidding Documents subject to the acceptance of bidder in writing for the same. The Purchaser reserves its right to split the offer based on the evaluation report and award contract accordingly.
- h) The purchaser have right to verify the particulars furnished by the bidder independently.

20) Earnest money forfeit:

- a) If any Bidder withdraws his tender before the period of 45 days from the date opening of technical bid or makes any modifications in the terms and the conditions of the tender which are not acceptable to the purchaser, then the purchaser shall, without prejudice to any other rights or remedy, be at liberty to forfeit the EMD.
- b) The EMD will also be forfeited in following cases:
 - i. If the bidder fails to accept the order based on his bid and within the prescribed time.

- ii. If the bidder fails to supply the materials as specified in Annexure –A.
- iii. If the bidder delays supplies beyond a reasonable time resulting in disruption of project.
- iv. Bidder for any reason whatever, withdraws the tender after it is accepted or become unable or fails to execute the orders within stipulated delivery period
- v. Submission of misleading/contradictory / false statement or information and fabricated/invalid documents is detected before or after the issue of order to execute the supplies.
- vi. The successful bidder does not submit Indemnity Bond within the prescribed time.

21) Notification of award:

- a) Prior to the expiry of the period of bid validity, the purchaser shall notify the successful Bidder, in writing, that its Bid has been accepted.
- b) The notification letter shall specify the sum that the Purchaser will pay to the bidder in consideration of the supply of materials with the details of selected equipments.

22) Pre-dispatch inspection:

- a) A pre-dispatch inspection by 3rd party/ technical team of purchaser may be carried out at bidder's site of manufacturing equipments.
- b) This pre-dispatch inspection will not absolve bidder's responsibility to execute supply in accordance with the tender terms.

23) Packing:

- a) The bidder shall provide packing of the machine/ equipment, as is required to prevent their damages or deterioration during the transit to their final destination. The packing shall be sufficient to withstand, without limitation, rough handling during transit. In case the consignment received with damaged packaging, the purchaser would not accept the delivery.
- b) The equipments shall be securely boxed, crated and protected from mechanical damage, moisture etc. suitable for both storage and transit according to the nature of the material and mode of transport. The bidder shall be responsible for any loss/ damage to material during transportation to the designated location.

24) Delivery Time:

- a) The bidder shall indicate the period within which the ordered quantity will be supplied. The bidder shall note that in case bidder fails to supply within the period of delivery indicated by the bidder in technical bid of this tender, penalty @ 1% of value of the order per week of delay would be levied subject to maximum 2 weeks. It means, the bidder shall have the liability of delayed supply to the maximum of 2 weeks after expiry of scheduled delivery date.
- b) After that the supply order shall be cancelled and EMD will be forfeited and bidder will be debarred from participation in any future tenders.
- c) The successful Bidder shall, within a week from the date of receipt of communication of acceptance of quotes from purchaser shall intimate his acceptance of the order. The successful bidder shall complete supplies strictly as per the accepted delivery period.

25) Payment:

- a) The 70% payment of total bill will be made by the purchaser by crossed account payee cheque / RTGS / NEFT / PFMS for which the bidder shall send bills in duplicate (original + copy) after Supply, Installation, Commissioning of equipment, giving the reference number of the purchase order along with copies of delivery note & satisfactory report on the Installation of equipment(s), from designated authority. The details about the designated purchaser department who is authorized to take the delivery of equipment(s) shall be informed to the successful bidder through the supply order placed for the supply of equipment(s).
- b) The 30% payment of total bill will be released to bidder after twenty days from the date of completion of basic training to staffs on handling of equipments at site and on submission of Indemnity bond by the successful bidder for rendering services during warranty and maintenance period.

26) Causes of rejection of tender:

- a) While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected.
- b) If any Bidder stipulates any condition of his own, such conditional tender is liable to be rejected.

27) Claims:

- a) If the material supplied are found to be off size and shape different than those in the accepted offer and are of specifications lower than those stipulated in the

accepted offer, the purchaser shall have right to totally reject the materials and/or to claim for compensation from bidder.

- b) The bidder shall reimburse to purchaser, the claim lodged in writing within 15 (fifteen) days of its demand. The bidder shall also compensate for losses, if any, sustained by purchaser due to defective packing and/or wrong marking of the machine/equipment.
- c) The bidder shall be responsible for arranging the rejected machine/ equipment to be removed at his cost from purchaser premises.

28) Address for communication:

All the communication with respect to the tender shall be addressed to:

The Executive Director,
Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF),
Pondicherry Engineering College Campus,
Department of EIE,
Pillichavady, Puducherry-605014.

29) Force Majeure:

- a) In the event of any unforeseen circumstances directly interfering with the supply of goods/work/service arising during the execution of order such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, earthquakes, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Bidder shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof.
- b) Either party shall have the option to terminate the contract on expiry of 45 days of commencement of such force majeure by giving 14 days “notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other.

30) Code of Ethics:

- a) The Purchaser as well as the Bidder shall observe the highest standard of ethics including laws against fraud and corruption in force in India namely “Prevention of Corruption Act 1988”, during the procurement or execution of such contracts.
- b) If the bidders are found in Bid pooling or against law against fraud and corruption then their firms may be blacklisted.

31) Jurisdiction:

In the event of any dispute the legal matter shall be subjected to the jurisdiction of Puducherry Courts only.

32) Others

- a) For any specific imported items the OEM should have an authorization certificate from the original supplier and should enclose a copy of the same with the Technical bid.
- b) The bidder should have sufficient manpower / team size to execute the project and should not outsource the same to any other party/agency.

Declaration:

I/We confirm with our acceptance to the instructions (S.No-1 to 32 above) as given above.

DATE	:	BIDDER'S SIGNATURE WITH SEAL
PLACE	:	

Name.....

Designation.....

Email Address.....

Phone (office...).....

Phone (Mobile).....

Note: These duly signed "Instructions to the Tenders" as under shall be attached with technical bid of the tender as a mark of acceptance of bidder and any tender not confirming the instructions as under is liable to be rejected.

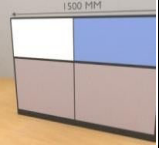
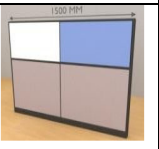



ANNEXURE -A



DETAILS OF REQUIREMENTS AND SPECIFICATIONS





Location – 1: INCUBATHEE HALL




S.No	Name of Work	Quantity
1	Suspended False ceiling using gyp board with 65 nos of 15w LED Lighting (Detailed specification refer annexure)	239sq.m (2575 Sq. ft)
2	Modular workstation with L Table Top (1500mm x 1500mm x 600mm), partition (1500mm x 1200mm(h) with 75mm Thickness Aluminum frame) with Mobile pedestal with three drawers of size 450mm(l)x400mm(w)x 600mm(h) inclusive of electrification : <u>8 in 1 (Seating capacity 32 persons)</u> –Table top 25mm , Leg 18mm thick Plain Pre laminated particle board as per IS 12823: 2015 Grade 1, TYPE 2 & Duly edge banded With 2mm PVC beading. (Detailed specification refer annexure)	4 Nos (4 x 8 = 32 seats)
3	Modular workstation with L Table Top (1500mm x 1500mm x 600mm), partition (1500mm x 1200mm(h) with 75mm Thickness Aluminum frame) with Mobile pedestal with three drawers of size 450mm(l)x400mm(w)x 600mm(h) inclusive of electrification : <u>4 in 1 (Seating capacity 8 persons)</u> – Table top 25mm , Leg 18mm thick Plain Pre laminated particle board as per IS 12823: 2015 Grade 1, TYPE 2 & Duly edge banded With 2mm PVC beading. (Detailed specification refer annexure)	2 Nos (2 x 4 = 8 seats)
4	Executive Chairs(Detailed specification refer annexure)	40 Nos
5	Electrification for lighting, Air conditioning, UPS power supply and Networking of Incubathee hall	LS


Detailed Specification

Si. no	Material Description and Specification (Incubation office) (Modular workstation 8 in 1)	Image	Unit
1.	Modular work station of size 1500mm(l) x 1200(h) made Up of 75mm Thickness Aluminum frame Extruded and with 60 to 80 microns powder coated sections, with choice of double “Tiles” of 9mm pre – Laminated particle board, fabric covers Pinup board, write & wipe white boardwith Provision for universal Electrical data Cable management.		24 Nos
2.	Modular work station of size 3000mm(l) x 1200(h) made Up of 75mm Thickness Aluminum frame Extruded and with 60 to 80 microns powder coated sections, with choice of double “Tiles” of 9mm pre – Laminated particle board, fabric covers Pinup board, write & wipe white board withProvision for universal Electrical data Cable management.		8 Nos
3.	Modular work station Post made Up of 75mm Thickness With height 1200mm Aluminum Extruded and with 60 to 80 microns powder coated sections .		12 Nos
4.	L-Table Top of size 1500mm(l)x1500mm(l)x600mm(w) made up of 25mm thick Plain Prelaminated particle board &Duely edge banded With 2mm PVC beeding. (Material Specification : Fabrication & fixing of Prelaminated particle board As per IS : 12823:2015 made from Lignocelluosic Material-specifically “Plantation Timber „like Eucalyptus manufactured Three Layer with homogenous core and graded surface layer by the classiform MAT forming technology bonded with amino plastic synthetic resin MR Grade , with DOME technology and Laminated with European made melamine formaldehyde resin impregnated décor paper (70 to120gsm) duly balanced in Grade 1 , TYPE 2 AS PER IS : 12823:2015 Particle board in size of 9x6 and 8x6 in thickness of 18(or)25mm with shade OSL/BSL,finish Suede/Matt for making kitchen panels/office table/wall unit/ wardrobe of Dimension...the edges to be sealed with 2mm thickness PVCedge banding (or) 2mm thick teak beading which are to be polished with thematching Colour of the decorative design).		32 Nos
5.	Leg made up of size 500mm(w) x725mm(h) 18mm thick prelaminated particle board duely edge banded and 0.8mmPVC beeding with bottom 10mm thick black bush. (Material Specification : Fabrication & fixing of Prelaminated particle board As per IS : 12823:2015 made from Lignocelluosic Material-specifically “Plantation Timber „like Eucalyptus manufactured Three Layer with homogenous core and graded surface layer by the classiform MAT forming technology bonded with amino plastic synthetic resin MR Grade , with DOME		48 No

	technology and Laminated with Europeanmade melamine formaldehyde resin impregnated décor paper (70 to120gsm)		
6	Mobile pedestal of size 450mm(l)x400mm(w)x 600mm(h) made up of 18mm thick Prelaminated particle board duely edge banded With PVC beeding provided with three drawer, lock & handle. (Drawer channel :Ebco make BMDS 14inch Ivory colour , Lock type : 3 in 1 set lock ebco brand, Handle Brand : komal 4 inch).		32
7	Keyboard tray made up of 18mm thick Pre-laminated particle Board duely edge banded with 2mmPVC beeding from front side and other three side 0.8 mm thick PVC beeding& CPU Trolley. (Keyboard tray channel brand : Ebco and CPU trolley brand : Ebco black colour)		32
8	Divine Chair back made up of mesh and seat made up of moulded cushion with synchro tilting, hydraulic height adjustment, PU adjustable arm rest, Metal base with 5 Twin castor wheel. (Back rest dimension : width 21 inch – 18 inch x height 24 inch Backresttype : Mesh with lumbar support Seatdimension : width 19inch x depth 20inch Seattype : moulded cushion 2 inch density Mechanismtype : Synchro tilting with hydraulic heightadjustment Base : Metal (60 to 80 microns powdercoated) Movable : Nylon wheel 5nos		32

Si. no	Material Description & Specification (Incubation office) (Modular workstation 2 in 1)	Image	Unit
1.	Modular work station of size 1500mm(l) x 1200(h) made Up of 75mm Thickness Aluminum frame Extruded and with 60 to 80 microns powder coated sections, with choice of double “Tiles” of 9mm pre – Laminated particle board, fabric covers Pinup board, write & wipe white board with Provision for universal Electrical data Cable management.		8 Nos
2.	Modular work station of size 3000mm(l) x 1200(h) made Up of 75mm Thickness Aluminum frame Extruded and with 60 to 80 microns powder coated sections, with choice of double “Tiles” of 9mm pre – Laminated particle board, fabric covers Pinup board, write & wipe white board with Provision for universal Electrical data Cable management.		4 Nos
3.	Modular work station Post made Up of 75mm Thickness With height 1200mm Aluminum Extruded and with 60 to 80 microns powder coated sections .		8 Nos
4.	L-Table Top of size 1500mm(l)x1500mm(l)x600mm(w) made up of 25mm thick Plain Prelaminated particle board & Duely edge banded With 2mm PVC beeding. (Material Specification : Fabrication & fixing of Prelaminated particle board As per IS : 12823:2015 made from Lignocelluosic Material- specifically “Plantation Timber ,,” like Eucalyptus manufactured Three Layer with homogenous core and graded surface layer by the classiform MAT forming technology bonded with amino plastic synthetic resin MR Grade , with DOME technology and Laminated with European made melamine formaldehyde resin impregnated décor paper (70 to 120gsm) duly balanced in Grade 1 , TYPE 2 AS PER IS : 12823:2015 . Board in size of 9x6 and 8x6 in thickness of 18(or)25mm with shade OSL/BSL, finish Suede/Matt for making kitchen panels/office table/wall unit/ wardrobe of Dimension...the edges to be sealed with 2mm thickness PVC edge banding (or) 2mm thick teak beading which are to be polished with thematching Colour of the decorative design).		8 Nos




5.	<p>Leg made up of size 500mm(w) x725mm(h) 18mm thick prelaminated particle board duely edge banded and 0.8mmPVC beeding with bottom 10mm thick black bush.</p> <p>(Material Specification : Fabrication & fixing of Prelaminated particle board As per IS : 12823:2015 made from Lignocelluosic Material-specifically “Plantation Timber ,” like Eucalyptus manufactured Three Layer with homogenous core and graded surface layer by the classiform MAT forming technology bonded with amino plastic synthetic resin MR Grade , with DOME technology and Laminated with European made melamine formaldehyde resin impregnated décor paper (70 to120gsm) duly balanced in Grade 1 , TYPE 2 AS PER IS : 12823:2015 Board in size of 9x6 and 8x6 in thickness of 18(or)25mm with shade OSL/BSL,finish Suede/Matt for making kitchen panels/office table/wall unit/ wardrobe of Dimension...the edges to be sealed with 2mm thickness PVCedge banding (or) 2mm thick teak beading which are to be polished with the matching Colour of the decorative design).</p>		12 No
6.	<p>Mobile pedestal of size 450mm(l)x400mm(w)x 600mm(h) made up of 18mm thick Prelaminated particle board duely edge banded With PVC beeding provided with three drawer, lock & handle. (Drawer channel :Ebco make BMDS 14inch Ivory colour , Lock type : 3 in 1 set lock ebco brand, Handle Brand : komal 4 inch).</p> <p>(Material Specification : Fabrication & fixing of Prelaminated particle board As per IS : 12823:2015 made from Lignocelluosic Material-specifically “Plantation Timber ,” like Eucalyptus manufactured Three Layer with homogenous core and graded surface layer by the classiform MAT forming technology bonded with amino plastic synthetic resin MR Grade , with DOME technology and Laminated with European made melamine formaldehyde resin impregnated décor paper (70 to120gsm) duly balanced in Grade 1 , TYPE 2 AS PER IS : 12823:2015 board in size of 9x6 and 8x6 in thickness of 18(or)25mm with shade OSL/BSL ,finish Suede/Matt for making kitchen panels/office table/wall unit/wardrobe of Dimension...the edges to be sealed with 2mm thickness PVC edge banding (or) 2mm thick teak beading which are to be polished with thematching Colour of the decorative design).</p>		8 Nos
7.	<p>Keyboard tray made up of 18mm thick Pre-laminated particle Board duely edge banded with 2mmPVC beeding from front side and other three side 0.8 mm thick PVC beeding& CPU Trolley. (Keyboard tray channel brand : Ebco and CPU trolley brand : Ebco black colour)</p>		8 Nos









8.	<p>Divine Chair back made up of mesh and seat made up of moulded cushion with synchro tilting, hydraulic height adjustment, PU adjustable arm rest, Metal base with 5 Twin castor wheel.</p> <p>(Back rest dimension : width 21 inch top – 18 inch bottom x height 24 inch Back rest type : Mesh with lumbar support Seat dimension : width 19inch x depth 20inch Seat type : moulded cushion 2 inch density Mechanism type : Synchro tilting with hydraulic height adjustment Base : Metal (60 to 80 microns powder coated) Movable : Nylon wheel 5 nos</p>		8 Nos
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S.No	Name of Work	Quantity
1	<p>Gypsum False ceiling Specification- Incubation area M/F suspended False ceiling, which includes G.I. Perimeter channels, of size 0.4mm thick having one flange of 20mm & another flange of 30mm & a web of 27mm along with perimeter of ceiling, screw fixed to brick wall / partition with the help of nylon sleeves and screws, at 610mm centers. Then suspending G.I. Intermediate channels of size 45mm, 0.9mm thick with two flanges of 15mm each from the soffit at 1220mm centers with G.I. Angle 25mm X 10mm X 0.4mm (\pm) thick fixed to soffit with G.I. Cleat & Steel expansion fastener. Ceiling section of 0.4mm thickness having knurled web of 51.5mm & two flanges of 26mm each with lips of 10.5mm are then fixed to intermediate channel with the help of connecting clips & in direction particular to be the intermediate channel at 457mm centers. 12.5mm tapered edge Gyp board is then screw fixed to the ceiling section with 25mm drywall screws at 230mm centers. Screw fixing is done mechanically with drilling machine & suitable attachment. Finally the boards are to be jointed & finished so as to have a flush look which includes filling & finishing with Jointing compound and paper tape. And Including Painting work False ceiling with one coat of putty, one coat primer, 2 coat of paint ACE emulsion paint. (Paint Make -Asian Paint ,Berger and Nippon or Equalent.)</p>	239sq.m (2575 Sq. ft)


Location – 2: FABRICATION LAB

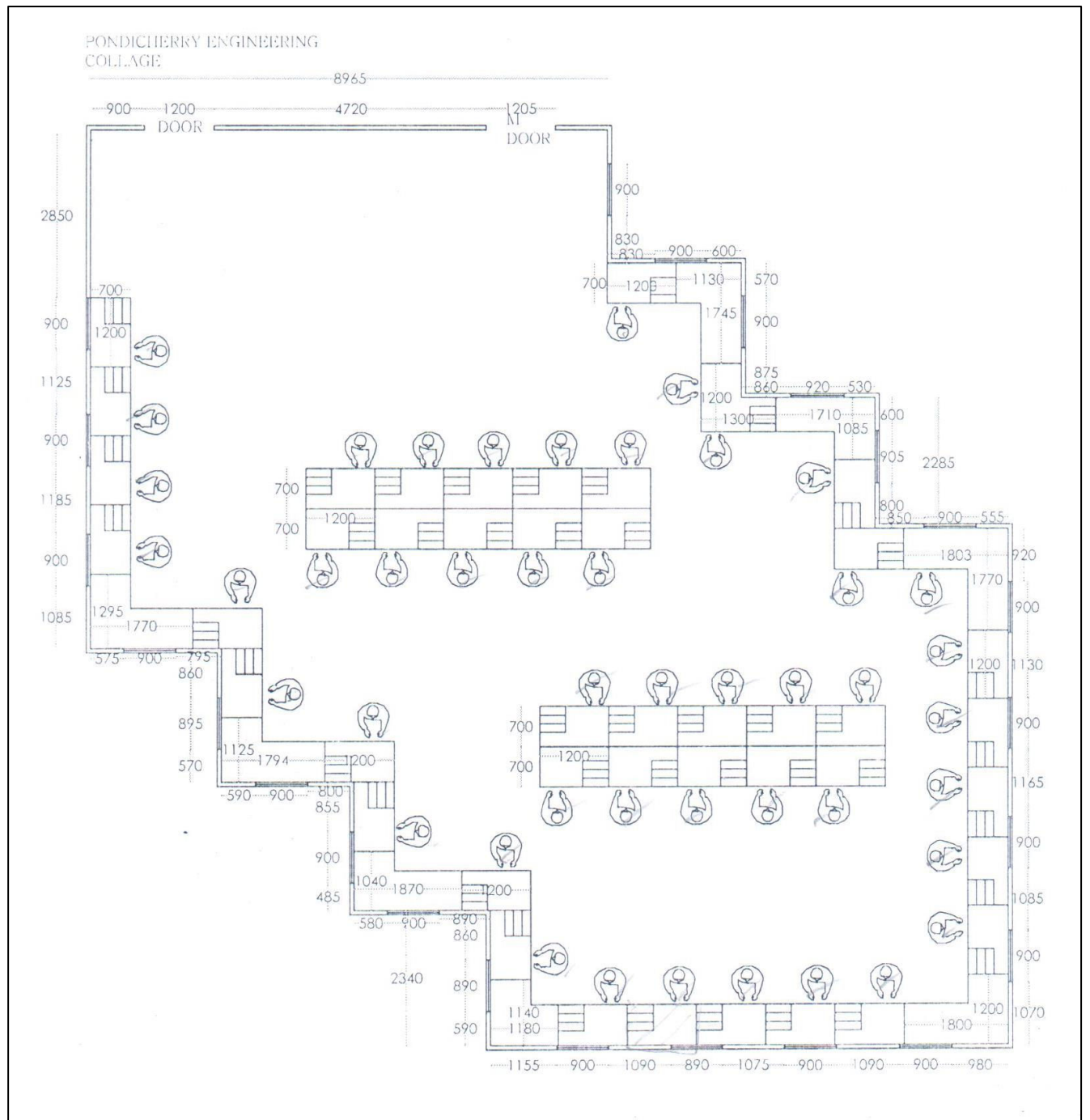
S.No	Name of Work	Quantity
1	Table top 700mm wide, running along the wall with 18mm thick plain pre laminated HDHMR board.	50m (running)
	Attached three drawer size 450 x 450x 725mm with 18mm thick plain pre laminated HDHMR board.	26 Nos
2	Work table located in the centre of hall 6000mm x 1400mm with 18mm thick plain pre laminated HDHMR board.	2 nos
	Attached three drawer size 450 x 450x 725mm with 18mm thick plain pre laminated HDHMR board.	2 x 10 Nos
3	Executive Chairs	40 Nos
4	Electrification for power sockets, lighting and fan	LS

Si. no	Material Description & Specification (Fab Lab)	Image	Unit
1.	<p>Running Table Top of size 1200mm(l)X700mm(w)Top made up of 18mm thick plain pre laminated HDHMR board duely edge banded with 2mm Thick PVC Beeding.</p> <p>(HDHMR[High Density High Moisture Resistance] Board Specification : Fabrication/Fixing/Supplying of action teas HDHMR 18/16/12/8/5.5mm and other Thickness made from exterior grade High Density Fiber (HDF) board of Linocellulosic fibrous material –specifically“Plantation Timber” like Eucalyptus , treated from de-barker system to remove slug, mud and bad Fiber , to remove the big fiber and glue lumps pass through the Z shifter Manufactured with homogeneous core without layers by the MAT forming Technology ,bonded through in house prepared resin , pressed by 12 Cylinder press for unform thickness and density across length & width ,Having density of 850kg/M³, termite and borer resistance, router exterior Grade product with High Moisture Resistance , calibrated as per Grade 1 IS : 12406 : 2003 &Ecomarked Labeling by ISI for Environmental friendly As per norms of ministry of environment and used for shutter of kitchen ,Wardrobe , routing CNC working , Packing industry, Partitions).</p>		43 Nos
2.	<p>L-Table Top of size 1295mm(l)x1770mm(l)x700mm(w) made up of 18mm thick plain pre laminated HDHMR board duely edge banded with 2mm Thick PVC Beeding.</p> <p>(HDHMR[High Density High Moisture Resistance] Board pecification : Fabrication/Fixing/Supplying of action teas HDHMR 8/16/12/8/5.5mm and other Thickness made from exterior grade High Density Fiber (HDF) board of Linocellulosic fibrous material –specifically“Plantation Timber” like Eucalyptus , treated from de-barker system to remove slug, mud and bad Fiber , to remove the big fiber and glue lumps pass through the Z shifter Manufactured with homogeneous core without layers by the MAT forming Technology ,bonded through in house prepared resin , pressed by 12 Cylinder press for unform thickness and density across length & width ,Having density of 850kg/M³, termite and borer resistance, router exterior Grade product with High Moisture Resistance , calibrated as per Grade 1 IS : 12406 : 2003 &Ecomarked Labeling by ISI for Environmental friendly As per norms of ministry of environment and used for shutter of kitchen ,Wardrobe , routing CNC working , Packing industry, Partitions).</p>		1 Nos
3.	<p>L-Table Top of size 1125mm(l)x1794mm(l)x700mm(w) made up of 18mm thick plain pre laminated HDHMR board duely edge banded with 2mm Thick PVC Beeding.</p>		1 Nos

4.	L-Table Top of size 1040mm(l)x1780mm(l)x700mm(w) made up of 18mm thick plain pre laminated HDHMR board duely edge banded with 2mm Thick PVC Beeding.		1 Nos
5.	L-Table Top of size 1140mm(l)x1180mm(l)x700mm(w) made up of 18mm thick plain pre laminated HDHMR board duely edge banded with 2mm Thick PVC Beeding.		1 Nos
6.	L-Table Top of size 1800mm(l)x1200mm(l)x700mm(w) made up of 18mm thick plain pre laminated HDHMR board duely edge banded with 2mm Thick PVC Beeding.		1 Nos
7.	L-Table Top of size 1803mm(l)x1770mm(l)x700mm(w) made up of 18mm thick plain PrelaminatedHDHMR board duely edge banded with 2mm Thick PVC Beeding.		1 Nos
8.	L-Table Top of size 1200mm(l)x1300mm(l)x700mm(w) made up of 18mm thick plain pre laminated HDHMR board duely edge banded with 2mm Thick PVC Beeding.		1 Nos
9.	L-Table Top of size 1710mm(l)x1085mm(l)x700mm(w) made up of 18mm thick plain PrelaminatedHDHMR board duely edge banded with 2mm Thick PVC Beeding.		1 Nos
10.	L-Table Top of size 1130mm(l)x1745mm(l)x700mm(w) made up of 18mm thick plain pre laminated HDHMR board duely edge banded with 2mm Thick PVC Beeding.		1 Nos
11.	<p>Legs of Size 600mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.</p> <p>HDHMR[High Density High Moisture Resistance] Board Specification : Fabrication/Fixing/Supplying of action teas HDHMR 18/16/12/8/5.5mm and other Thickness made from exterior grade High Density Fiber (HDF) board of Linocellulosic fibrous material –specifically‘‘Plantation Timber’’ like Eucalyptus , treated from de-barker system to remove slug, mud and bad Fiber , to remove the big fiber and glue lumps pass through the Z shifter Manufactured with homogeneous core without layers by the MAT forming Technology ,bonded through in house prepared resin , pressed by 12 Cylinder press for unform thickness and density across length & width ,Having density of 850kg/M³, termite and borer resistance, router exterior Grade product with High Moisture Resistance , calibrated as per Grade 1 IS : 12406 : 2003 &Ecomarked Labeling by ISI for Environmental friendly As per norms of ministry of environment and used for shutter of kitchen ,Wardrobe , routing CNC working , Packing industry,Partitions).</p>		61 Nos

12.	<p>Modesty of Size 1295mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.</p> <p>(HDHMR[High Density High Moisture Resistance] Board specification : Fabrication/Fixing/Supplying of action teas HDHMR 8/16/12/8/5.5mm and other Thickness made from exterior grade High Density Fiber (HDF) board of Linocellulosic fibrous material – specifically“Plantation Timber” like Eucalyptus , treated from de-barker system to remove slug, mud and bad Fiber , to remove the big fiber and glue lumps pass through the Z shifter Manufactured with homogeneous core without layers by the MAT forming Technology ,bonded through in house prepared resin , pressed by 12 Cylinder press for unform thickness and density across length & width ,Having density of 850kg/M³, termite and borer resistance, router exterior Grade product with High Moisture Resistance , calibrated as per Grade 1 IS : 12406 : 2003 &Ecomarked Labeling by ISI for Environmental friendly As per norms of ministry of environment and used for shutter of kitchen ,Wardrobe , routing CNC working , Packing industry, Partitions).</p>		33 Nos
13.	Modesty of Size 1770mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
14.	Modesty of Size 1125mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
15.	Modesty of Size 1794mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
16.	Modesty of Size 1040mm x 725mm made up of 18mm thick pre laminatedHDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
17.	Modesty of Size 1870mm x 725mm made up of 18mm thick pre laminatedHDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
18.	Modesty of Size 1140mm x 725mm made up of 18mm thick pre laminatedHDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
19.	Modesty of Size 1180mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
20.	Modesty of Size 1800mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
21.	Modesty of Size 1200mm x 725mm made up of 18mm thick pre laminated		1 Nos

	HDHMR board duely edge banded with 0.8mmPVC Beeding.		
22.	Modesty of Size 1770mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
23.	Modesty of Size 1803mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
24.	Modesty of Size 1085mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
25.	Modesty of Size 1710mm x 725mm made up of 18mm thick pre laminated HDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
26.	Modesty of Size 1745mm x 725mm made up of 18mm thick pre laminatedHDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
27.	Modesty of Size 1130mm x 725mm made up of 18mm thick pre laminatedHDHMR board duely edge banded with 0.8mmPVC Beeding.		1 Nos
28.	Attached three drawer of size 450mm x450mmx 725mm Made up of 18mm thick pre laminated HDHMR board duely edge banded with 2mmPVC Beeding Provided with lock and handle.		46 Nos
29.	<p>Divine Chair back made up of mesh and seat made up of moulded cushion with synchro tilting, hydraulic height adjustment, PU adjustable arm rest, Metal base with 5 Twin castor wheel.</p> <p>(Back rest dimension : width 21 inch – 18 inch x height 24 inch Backresttype : Mesh with lumbar support Seatdimension : width 19inch x depth 20inch Seatttype: moulded cushion 2 inchdensity Mechanismtype : Synchro tilting with hydraulic height adjustment Base : Metal (60 to 80 microns powdercoated) Movable : Nylon wheel 5nos</p>		46 Nos



Layout of Fabrication Lab

ANNEXURE -B

UNDERTAKING FROM BIDDER ON THEIR LETTER HEAD.

(In the official Letter Head of the Bidder)

To

The Executive Director
Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF),
Pondicherry Engineering College Campus,
Pillichavady, Puducherry-605014.

Dear Sir,

Subject: Undertaking for the participation to the tender No.....due
for opening of technical bid on.....

HAVING EXAMINED AND PERUSED THE FOLLOWING DOCUMENTS

1. Notice Inviting Tender
2. Instruction to the Bidders
3. Specifications of Equipments to be supplied and installed (Annexure-A)
4. Technical Bid (Annexure-C)
5. Commercial Bid (Annexure-D)

I/Wedo hereby submit the above tender in prescribed formats duly completed in all respects in accordance with the conditions applicable. If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions in the tender documents

I/We hereby distinctly and expressly declare and acknowledge that before the submission of this tender, I/We have carefully followed the instructions and I/We have understood the existing system of supply at the location(s) of purchaser including the scope and nature of duties expected from the Bidder.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the purchaser based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my/our part of the said stipulations, restrictions and conditions.

I/ We declare that our unit has never made any default in supplying the machine/equipment to Government / Semi Government/ Central or State Public sector enterprise(s) in terms of quality and financial agreed supply conditions.

Any notice required to be served on me/us shall be sufficiently served on me/us by post(registered or ordinary) or courier or left at my/our address furnished herein.

.....
.....
.....

I/We fully understand the terms and conditions in the tender documents.

I/We understood that the purchaser is not bound to accept any proposal that it may receive without assigning any reason.

Dated this.....day of.....20...

Place :

Authorized Signatory

Seal:

ANNEXURE -C

FORMAT & REQUIREMENTS FOR SUBMITTING TECHNICAL BID

FORMAT & REQUIREMENTS FOR SUBMITTING TECHNICAL BID

Tender Ref. No:

1 . Name of Bidder:.....

2. Complete office address of Bidder :

.....

3. Tender fee payment details :

DD Nr with date / RTGS / NEFT Transaction Number

4. Confirmation of acceptance of Technical Specifications for the supply of equipment:

Sl Nr	Machineries/ Materials / Equipment	Acceptance to the Specification as placed at Annexure-A and agreed to supply with required Quantity (YES/ NO)	If marked “NO” in the column before, specify the deviation in specification of the equipment offered for the supply.

5. Confirmation for supply to the location: Yes / No

6. EMD payment details : Details of DD/RTGS/NEFT by which EMD paid

.....

7. PAN Number of bidder (self-attested copy to be enclosed):

.....

8. GS registration number of bidder(Self-attested copy to be enclosed):

.....

9. Delivery period after receipt of supply order from purchaser: (The purchaser interested for complete delivery of equipment by the bidder within thirty (30) calendar days from the date of issue of supply order. However, the bidder have an option to submit the best delivery time, but in any case the delivery should be before 45 days after the issue of supply order by purchaser.

Number of days (Calendar Days In figure)... (Calendar Days in words) for delivery from the date of issue of supply order by purchaser.

10. Details of address with contact details from where the bidder planned to offer after Sales Services during the Warranty & maintenance period :

.....

.....

.....

11. Details of address with contact details for at least three purchaser to whom the bidder supplied similar equipment in the last five (5) years and equipment shall be in operations to the satisfaction of buyer for the last three (3) years: The format for submission of details for at least three purchaser are as under: (the bidder can furnish details of even more than three purchaser)

a. Address of Purchaser with contact details (email and phone no.):

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.....

.....

b. Details of order for supply placed to bidder:

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c. Description and quantity of ordered equipment:

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d. Value of order in rupees:

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.....

e. Date of completion of Delivery

.....

.....

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(The purchaser shall have liberty to contact any or all of purchaser to assess the performance of equipment supplied by bidder)

12. Documents - Details to be enclosed with the Technical bid by bidder are as under:

- a) The bidder should be Original Indian Equipment manufacturers, the bidder should submit a self-declaration on their letter-head, confirming that they are regular in manufacturing & supplying the similar equipments, as asked in this tender, for the last Three (3) years. The bidder should submit the copy of the certificate of incorporation / registration certificate along with copy of Income tax filing for the past three financial years.
- b) Undertaking as per annexure-B on official Letter Head

- c) Duly signed all pages “Instructions to Tenderers” of the tender document as a mark of acceptance.
- d) The letters substantiating performance from at least three (03) other purchasers, to whom, the similar equipment supplied by the bidder in last five (05) years, wherein, the equipment shall be in operation to the satisfaction of buyer for the last three (03) years, to assess performance of the equipment supplied by your organization.
- e) Technical Literature of equipment(s) with particular reference to the modal of equipment proposed to supply against this tender along with reference of website to assess the further features.
- f) Authorization letter in favour of personnel to sign the tender behalf of bidder.
- g) Self-certified copy of valid certificate for claiming EMD exemption.
- h) Self-certified copy of valid certificate for claiming Tender Fee exemption.
- i) Self-attested copy of valid GST registration.
- j) Self-attested copy of valid PAN number.
- k) The Bidders shall furnish complete Technical details of equipment/equipment/material for the equipment offered to supply through the participation of this tender (use separate sheet to elaborate the details of technical specifications such as Measuring Range/Size, Least Count/Resolution, Accuracy, Materials used, Accessories, Tools, Spares etc.)
- l) To submit all supporting information with respect to the technical data, drawings or booklets of product. Any product brief, test certificates available may be enclosed.

I / We as bidder certify that:

- a) The tender shall remain valid for acceptance for 45 days from the date of opening the Technical Bid of the tender.
- b) Agree to offer services for onsite comprehensive warranty on the equipment(s) supplied through this tender.
- c) Agree to offer services for maintenance contract for the next three years for the equipment(s) supplied through this tender.
- d) Agree to impart onsite training to the designated personnel of purchase for 3 working days
- e) No price of any Equipment/ Equipment/ Spares/ Accessories shall be given in Technical Bid.
- f) All above equipments should be provided with safety features/ curtains/enclosures/ etc. wherever applicable.
- g) Units should certify that all consumables, electrical and electronic parts of the product conform to national/ international standard(s).
- h) Name & Signature of the authorized bidder with stamp Contact details of authorized person of bidder who have signed the tender.

Name.....

Designation.....

Email Address.....

Phone (office).....

Phone (Mobile).....

ANNEXURE -D

FORMAT & REQUIREMENTS FOR SUBMITTING COMMERCIAL BID

FORMAT FOR SUBMISSION OF COMMERCIAL BID

1. Tender Ref. No:
2. Name of the Bidder:
3. The financial offer to execute the supply as per the tender:

Supply, Installation, and Commissioning of Modular Furniture at AIC-PECF to Atal Incubation Centre-Pondicherry Engineering College Foundation (AIC-PECF), Pondicherry Engineering College Campus, Pillichavady, Puducherry-605014.
and Offered financials for the above tender & training to authorized personnel of AIC-PECF with commitment to offer on site after sales Services in the period of Warranty and maintenance contract.

Sl Nr	Details of Materials / Equipments	Basic price for supply of single unit in INR (X)	Quantity to be supplied in number of units (Y)	Total basic price in INR (Multiply X & Y)
Total landed cost for the supply of total quantity at AIC-PECF, Pondicherry Engineering College Campus, Pillichavady, Puducherry-605014. (In INR)				

The followings to be noted while submitting financial details for the supply of equipment:

- a) The bidder shall offer their competitive offer.
- b) The purchaser will not issue any form ('C' and 'D') towards rebate / exclusion of Sales Tax / VAT etc.
- c) The bidder will not be entitled to any increase in rate of taxes occurring during the period of delivery even if there is delay in supplies / completion attributed to him.
- d) The Total Cost quoted above should be inclusive of basic price, statutory levies and taxes, duties, Transportation, Incidental Services (including Insurance, Loading/ Unloading, Packing & Forwarding charges, etc.), Installation & Commissioning, Demonstration & Training, on-site warranty and maintenance contract.
- e) The price competitiveness shall be given due consideration while analyzing the Commercial Bid.

I / We as bidder certify that:

- a) The tender shall remain valid for acceptance for 45 days from the date of opening the Technical Bid of the tender.
- b) Agree to offer services for onsite comprehensive warranty on the equipments(s) supplied through this tender.
- c) Agree to offer services for maintenance contract for the next two years for the equipment(s) supplied through this tender after warrenty.
- d) Agree to impart onsite training to designated personnel of purchase for 3 working days
- e) Agree to three (2) sets of the Installation, Operation, Maintenance, Training Manual with equipments.
- f) Agree that the offer price is valid for the period of 45 days from the date of opening of technical bid of this tender.

- g) Further confirm that we agree with the terms and conditions specified in “Instructions to Bidders” and if selected, the execution of supplies would be made in compliance.

Signature of the authorized bidder with stamp:

Contact details of authorized person of bidder who have signed the tender.

Name	
Designation	
Email Address	
Phone Number (office)	
Mobile Number	
Registered Address	