



## University of Calcutta

87/1, College Street, Kolkata-700 073

E-TENDER DOCUMENT FOR SUPPLY OF  
FURNITURE AT HARINGHATA CAMPUS,  
DEPT. OF RADIO PHYSICS.

### REQUEST FOR PROPOSAL

E-Tender No: - 01/Radio-Physics/Furniture-21-22      Date:-02.08.2021

Institute of Radio Physics and Electronics, University of Calcutta invites e –tender for procurement of office- furniture and laboratory furniture as per BOQ for the campus at Ionosphere **Field Station, Haringhata, University of Calcutta, 24 Pgns (N), WB 743145** under University of Calcutta during the F.Y.-2021-21.

- 1) **Name of work:** Supply, fitting, fixing of the furniture for office and laboratory as per BOQ for the campus at Ionosphere **Field Station, Haringhata, University of Calcutta, 24 Pgns (N), WB 743145** during the year 2021-22.
- 2) **Amount put to tender : As per Quotation**
- 3) **Earnest Money (EMD): Rs 30,000.00 (Rupees Thirty thousand) only( See the page No 13)**

**in terms of Bank draft in favour the University of Calcutta** payable at Kolkata is to be attached with the Tender as earnest money failing which the tender will be treated as cancelled. **Exemption of EMD is not allowed.**

- 4) **Cost of tender document per set: NIL**
- 5) **Period of completion: 30Days.**
- 6) **Bid Validity: 180 Days.**
- 7) **Scope of the Work: Supply, fitting, fixing of the furniture as mentioned below:**

SL. NO.	DESCRIPTION	QTY
1	<p>Laboratory Wall Bench Size of 6ftW x 3ftD x 3ftH with granite top and both side storage (2S1D with 1 leg space) without reagent shelf : All C-Frames assemblies should be manufactured from standard hollow metal sections; confirming to I.S. Code 7138:1973 (Indian Standard specification for steel tubes for furniture) and all sheet metal components should be of CRCA confirming to IS Code 513:1994.</p> <p>The suspended under-bench welded units should be supported on heavy-duty steel frames fully carrying the load of worktops. Its superior strength combined with aesthetically appealing end caps shall give maximum flexibility and modularity while making a layout. C-frame should be constructed from a rectangular pipe with a cross section of 60mm x 30mm and should be 2 mm thick and should be without a vertical front leg to give a clean look. This shall provide more knee space or leg space and would facilitate uninterrupted lateral movement of the under-bench units within the bench run. The C-frame legs should be supplied with adjustable feet (tolerance from -5mm to +20mm) to correct the unevenness of flooring. The tubular enclosed type construction shall discourage dust accumulation and unwanted development of bacteria &amp; fungus.</p> <p>Drainage gradient should be well adjusted throughout the length of table and should have horizontal supports for drainage systems. The structure should have a removable back panel to provide access for maintenance throughout the length of table. The C-frame shall also have skirting at back bottom side. It should be suitable for sitting and standing nominal heights of 750mm &amp; 900mm respectively. The nominal table depths should be 920 mm for wall side. All frame-work is should be pre-treated with superior pure epoxy powder coated finish.</p> <p>The C-Frames should be for suspended storage cabinets. HORIZONTAL MEMBERS: These should be made from rectangular pipes of 2mm thickness. Cross-sectional dimensions of the pipe should be 60 x 30 x 2 mm. They should be made of CRCA MS and coated with pure epoxy powder. These connect two C-Frames together as shown using C-clamps/U-clamps. Together with the C-Frames and Horizontal Members connected together, the skeletal structure of the work-bench is formed on which the worktop can be placed and the hanging-type storage cabinets can be suspended. Horizontal Members determine the width of the lab workbench as they form the member (distance) between two adjacent C-Frames. They should be available in widths of 1800</p> <p>Removable Back Panels :These cover panels cover the service lines that run behind them. These should be easily removable (unclipped) and the service line be accessed for maintenance. This allows the equipment on workbench to remain undisturbed They should be made of CRCA MS with pure epoxy powder coating and are of 1mm thickness</p> <p>COVER PANELS:All side cover panels and back panels, filler panels should be made from CRCA MS panels of 1.0mm thickness with pure epoxy powder coating.WELDED UNDER-BENCH STORAGE CABINETS:Welded cabinet body should be of flush face construction with intersection of vertical and horizontal members like LH and RH side panel along with front horizontal channel, back panel and bottom panel. It should be relocated anywhere easily as it is an independent unit. Cabinet should be of square non-sharp edge construction. Doors should be assembled with SS-304 hinge assembly. Removable back panel should be provided to easily access the service lines</p>	4

	<p>running behind the cabinet benches. Intermediate horizontal channels should be provided between door and drawer. Shelf should be eight bend panel with 20mm height. Drawer tray should be of single piece construction. Drawer should be well supported on LH and RH ball slide suspension system. Steel door and drawer front is of double wall construction with sound dampening material filled inside. Doors should be easily removable and hinges should be easily replaceable. Knee space panel should be in 22 gauge construction.</p> <p>Storage Units to be of the following types:1. Suspended Type  Dimensions: W=600mm, D = 530mm, H = 635mm. Configurations: 2 Shutters + 1 Drawer, MOC: MSCRCA: IS – 513 (1994), Thickness: LH/RH side panels, shutter front, Bottom panel, Top front, Drawer separator, shelf, Alignment channel should be of 1.2mm thk. Removable Back panel, Shutter cover, Fr. Rack strip, Top cover panel should be of 0.8mmthk. Finish: Powder coating pure epoxy, thickness 40-50 microns. Handle: Anodized Aluminum Recessed-Type, CTC: 160.0mm. Lock: Units have a locking facility with 180° and 10 lever cam lock mechanism (except for sink and corner unit). Hinge: Knuckle-butt type SS Hinge. Screw: SS304. Shutter should be of twin-type construction with sound dampening effect using profeel. Shutter cover should be equipped with Bump on for sound dampening. Ball Slide: 500mm Length (required only for drawer unit). Shutter should have provision of roller catch. WORKTOP:It should be 19mm (+/- 2mm) thick Jet Black Granite worktop. The exposed edges of the worktop should be chamfered and smoothened. The bottom of the worktop should be polished and there should be a V-groove throughout the length of the exposed edges to protect the cabinets from coming in contact with the spillages. The overhang on the storage cabinet is 25 mm at the front side and 30 mm at the sides. The backing material used is a neoprene mat of 6 mm thickness. A representation the worktop edges is shown as under. The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA &amp; SEFA Membership certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL) for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	
2	<p>Table without CPU Hanger size shall be 1200 Width mm x 600 Depth mm x 728 Height mm. Top shall be 18 mm thick Pre laminated particle board all work surface edges shall be having duly sealed with 2 mm thick PVC edgebanding. Understructure Modesty Panel 18 mm thick Pre laminated particle board . The Rectangular frame shall be fabricated component in 1.2 mm thick CRCA , Finish : powder Coat( epoxy polyester) . Leg shall be fabricated component in 38 mm x 25 mm 1.2 mm thick MS ERW ATube ,finish powder coat ( epoxy polyester).The plastic cap for cable travel shall be injection moulded polypropylene and leveler glide for shall be nylon 6 &amp; MS bolt. The storage shall be having shell and drawer tray 0.6 mm thick CRCA Finish powder coat (epoxy polyester) plus the drawer front shall be 0.8 mm thick CRCA Finish powder coat (epoxy polyester) plus lock with 10 lever and handle and leveller. The wire management shall be horizontal wire carrier 0.7 mm thick CRCA Finish powder coat (epoxy polyester) and vertical wire carrier 0.8 mm thick CRCA Finish powder coat (epoxy polyester) .The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	10

3	<p>Table with CPU Hanger size shall be 1650 Width mm x 900 Depth mm x 728 Height mm. Top shall be 18 mm thick Pre laminated particle board all work surface edges shall be having duly sealed with 2 mm thick PVC edgebanding. Understructure Modesty Panel 18 mm thick Pre laminated particle board . The Rectangular frame shall be fabricated component in 1.2 mm thick CRCA , Finish : powder Coat( epoxy polyster) . Leg shall be fabricated component in 38 mm x 25 mm 1.2 mm thick MS ERW ATube ,finish powder coat ( epoxy polyster).The plastic cap for cable travel shall be injection moulded polypropylene and leveler glide for shall be nylon 6 &amp; MS bolt. The storage shall be having shell and drawer tray 0.6 mm thick CRCA Finish powder coat (epoxy polyster) plus the drawer front shall be 0.8 mm thick CRCA Finish powder coat (epoxy polyster) plus lock with 10 lever and handle and leveller. The wire management shall be horizontal wire carrier 0.7 mm thick CRCA Finish powder coat (epoxy polyster) and vertical wire carrier 0.8 mm thick CRCA Finish powder coat (epoxy polyster) .The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	4
4	<p>The seat and back should be made up of 1.2 ± 0.1 cm. thick hot-pressed plywood, upholstered with fabric upholstery covers and moulded Polyurethane foam. The back foam should be designed with contoured lumbar support for extra comfort. The seat should have extra thick foam on front edge to give comfort to popliteal area. MID BACK SIZE : 47.5 cm. (W) x 58.0cm. (H), SEAT SIZE : 47.0 cm. (W) x 48.0 cm. (D). The HR Polyurethane foam should be moulded with density = 45 ± 2 kg/m 3 and Hardness = 16 ±2 at 25% compression. The armrests should be one-piece injection moulded from black Co-polymer Polypropylene. The mechanism should be designed with the following features: · 360° revolving type. · Upright position locking. · Tilt tension adjustment. · Seat/back tilting ratio of 1:3. The pneumatic height adjustment has an adjustment stroke of 12.0 ± 0.3 cm. The bellow should be 3 piece telescopic type and injection moulded in black Polypropylene. The pedestal should be injection moulded in black 33% glass-filled Nylon -66 and fitted with 5 nos. twin wheel castors. The pedestal should have 66.0cm pitch-center dia. (76.0 cm with castors.). The twin wheel castors should be injection moulded in Black Nylon . Mid Back chair should be Green Guard Certified Product. The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	10
5	<p>Unitized Conference Table- 14-seater (Membrane), Size: 4200L X 1500W X7 40H (MM): WorkMade of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Access panels provided with soft closing hinges. The Under-structure consists of mixture of 25mm and 18mm Pre-laminated twin board of E1-P2 grade and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Anodised aluminium alloy 63400 - WP profile is added at bottom edges for improving the aesthetics. The product has a knock-down construction. Bottom cabinet with door is provided for flow of wires and cables. Cutout provision below. Access flap at four locations for standard 8 module Anchor Roma is provided. Beside each cutout, an additional cutout with plate is provided for mounting Audio Visual Cables (eg.HDMI,VGA-A,etc). The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	1

6	<p>Supply and Placement of Mid Back Chair as per design approve as per order shall have Overall Dimension of 76.1CM (W) x 76.1CM (D) x 98.0-108.0CM (H) with Seat Height of 44.0-54.0CM (Variations within <math>\pm 1.0</math>CM). THE SEAT IS MADE UP OF 1.2 <math>\pm</math> 0.1 CM THICK HOT-PRESSED PLYWOOD MEASURED AS PER QA METHOD. THE BACK SHALL MADE UP OF INJECTION MOULDED GLASS FILLED NYLON &amp; UPHOLSTERED USING NET FABRIC WITH HIGH TENACITY YARN. BACK SIZE: 45.0CM (W) X 65.3CM (H) &amp; SEAT SIZE: 47.0CM (W) x 51.5CM (D). THE HR POLYURETHANE FOAM IS MOULDED WITH DENSITY = 55<math>\pm</math>5 KG/ m<sup>3</sup> AND HARDNESS 16 <math>\pm</math>2KGF AS PER IS:7888 FOR 25% COMPRESSION. SHALL HAVE ADJUSTABLE ARMRESTS WITH UP-DOWN ADJUSTMENT OF 8.5<math>\pm</math>0.5CM WHICH IS PROVIDED IN ARMREST STRUCTURE. ARMREST TOP HAS AN INTEGRATED LAYER OF THERMOPLASTIC ELASTOMER (TPE). ARMREST TOP HAS AN INTEGRATED LAYER OF THERMOPLASTIC ELASTOMER(TPE). THE ARMREST IS MADE UP OF PLASTIC INJECTION MOULDED NYLON WITH TEXTURED TOP. LUMBAR SUPPORT CONSISTS OF POLYPROPELYNE PAD WITH MOULDED POLYURETHENE FOAM &amp; COVERED WITH POLYSTER FABRIC. THE HEIGHT OF LUMBAR PAD CAN BE ADJUSTED THROUGH TWO PROJECTING KNOBS PROVIDED IN THE REAR SIDE OF THE PAD. LAMBAR PAD HAS AN ADJUSTMENT OF 8.0<math>\pm</math>0.5 CM IN HGT. THE ADJUSTABLE TILTING MECHANISM IS DESIGNED WITH THE FOLLOWING FEATURES: (a) 360° REVOLVING TYPE. (b) SINGLE POINT CONTROL. (C) FRONT PIVOT FOR TILT WITH FEET RESTING ON GROUND ENSURING MORE COMFORT. (d) TILT TENSION ADJUSTMENT. (e) 4-POSITION LOCKING WITH ANTI-SHOCK FEATURE. (f) SAET/BACK TILTING RATIO OF 1:2. THE PNEUMATIC HEIGHT ADJUSTEMNT SHALL HAVE AN ADJUSTMENT STROKE OF 10.0<math>\pm</math>0.3CM. PDEDESTAL SHALL BE INJECTION MOULDED IN 30% GLASS-FILLED NYLON AND FITTED WITH 5NOS TWIN WHEEL CASTORS. THE PEDESTAL PITCH-CENTER DIA IS <math>\varnothing</math>66.1<math>\pm</math>0.5CM. (76.1 <math>\pm</math> 1.0CM WITH CASTORS). THE TWIN WHEEL CASTORS ARE INJECTION MOULDED IN BLACK NYLON. Manufacturer should have BIFMA, IGBC &amp;Greenguard (UL) Membership.Manufacturer should have Green Guard certification (UL) for some of its products. Other certificates like ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 are mandatory. Manufacturer should have IDM, AIOTA, GRIHA, IAQ, Greenpro, Greenguard(UL), BIFMA Level 2 (Conforms to the ANSI/BIFMA e3-2014e Furniture Sustainability Standard) Certification for few of its products. All the ISO certificates should be obtained from NABCB (National Accreditation Board for Certification Bodies) accredited organization otherwise certificates will not be accepted.</p>	15
7	<p>HIGH BACK CHAIR WITH SEAT DEPTH ADJUSTMENT - 1) SEAT ASSEMBLY: The Cushioned seat should be made of Injection molded Plastic outer &amp; inner. Plastic Inner should be upholstered with stitched cover and moulded High Resilience Polyurethane foam of Density 45+2 kg/m<sup>3</sup>, and hardness load 16+2 kgf as per IS:7888 for 25% compression. The stitched cover should be made from spacer fabric and leatherette. *Seat SIZE : 47.0 cm. (W) x 48.0 cm (D). 2) BACK ASSEMBLY: The Cusioned back should be made of PU Foam with insitumolded MS E.R.W. Round Tube of size 1.9+0.03 cm x 0.16 + 0.0128 cm. It upholstered with spacer fabric and leatherette. The armrest top should be moulded from polyurethane (PU) and mounted on to a drop lift adjustable type tubular armrest support made of 03.81+0.03 cm x 0.2+0.01 cm thk MS E.R.W tube. The armrest height adjustable up to 6.5+0.56cm in 5 steps. The Armrest structure should be powder coated (DFT 40-60 micron). 4) ACTIVE BIO-SYNCHRO MECHANISM (FU3401/3402): The adjustable tilting mechanism should be designed with the following features: * 360o revolving type. * Front-pivot for tilt with feet resting on ground and continuous lumbar support ensuring more comfort. *Tilt tension adjustment can be operated in seating position. *5-position Tilt limiter giving option of vaiable tilt angle to the chair. * Seat/back tilting ratio of 1:2. * The mechanish housing should be made up of HPDC Aluminium black powder coated. 5) SEAT DEPTH ADJUSTMENT Seat depth adjustment should be integrated in the seat through a sliding mechanis. Seat depth adjustment range should be of 6.0+0.5 cm. 6) ADJUSTABLE BACK SUPPORT Back Frame should be connected to the Up/Dn mechanism housed in Plastic T sponne. It can be adjusted in the range of 7.42+0.5 cm for the comfortable back support to suit individual need. 7) PNEUMATIC HT. ADJUSTMENT : The pneumatic ht adjustment has an adjustment stroke of 10.0+0.3 cm. 8) PEDESTAL ASSEMBLY: The pedestal should be injection moulded in black 33% glass-filled Nylon 66 and fitted with 5 nos. twin wheel castors. The pedestal should be 66.0+0.5 cm. pitch-center dia. (76.1+1.0 cm. with castors.) 9) TWIN WHEEL CASTOR 5 Nos. twin wheel castors shall be injection moulded in plastic having 6.0+0.1cm wheel Diameter and assembled to pedestal. 10) VISITOR TUBULAR FRAME : The powder coated (DFT 40-60 micron) tubular frame should be cantilever type &amp; made of O2.54+0.03 cm x 0.2+0.016 cm thk MS ERW tube. The back connected to frame through powder coated (DFT 40-60 micron) high pressure die cast connector piece.High Back Chair should be Green Guard Certified Product. The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	5

8	<p>Glass Door Almira shall have an overall size of 916mm(W)x486mm(D)x1980mm(H) with welded construction. It should have shelf thickness of 0.7 mm, Back thickness of 0.8mm, Door thickness of 0.8mm (high yield strength) and all other components shall have a thickness of 0.9mm. These components shall be made of CRCA 'D' grade high yield strength as per IS:513. The glass door storvel shall have a brass handle and a 2 way locking mechanism with shooting bolt . It should have a height wise adjustable shelf mounting which shall have a Uniformly Distributed Load Capacity of max 40 Kg. It should also have a M10 Screw type Leveller with Hex plastic base. The finishing shall include Epoxy powder coated to the thickness of 50 microns (+/- 10). Plenty of colour options and shelving options shall be available. The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	6
9	<p>Almira shall have an overall size of 916mm(W)x486mm(D)x1980mm(H) with welded construction. It should have the shelf thickness of 0.7 mm, Back thickness of 0.8mm, Door thickness of 0.8mm (high yield strength) and all other components shall have a thickness of 0.9mm. These components shall be made of CRCA 'D' grade high yield strength as per IS:513. The Storvel Plain should have a Mazak handle and Three way locking mechanism with Shooting Bolts. It should have a height wise adjustable shelf mounting which shall have a Uniformly Distributed Load Capacity of max 40 Kg. It should also have a M10 Screw type Leveller with Hex plastic base. The finishing shall include Epoxy powder coated to the thickness of 50 microns (+/- 10). Plenty of colour options and shelving options shall be available. The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	6
10	<p>4 DR. Filing Cabinet, Size: 1320H x 470W x 620D : Rigid Knock Down Construction CRCA 0.7 mm Thick (Top, Side &amp; Drawer Front); 0.6 mm Thick (Frames, Drawer- Inside Cover, Side Back Side) 0.5mm Thick (Back, Bottom, Drawer Bottom) Easy to grip Full length Handle recess integrated into Metal Drawer fronts.Snap on type plastic label holder on Drawer Fronts. For hanging 'Ezee' / 'Visa' files (Foolscap) from front to back (Files Along theWidth) · No. of 20 mm thk file which can be hanged in above way per drawer is 28.Centralized locking with 10 lever Cam Lock &amp; having anti-tipping arrangement to ensure that when one drawer is opened for use, it does not allow other drawers to be opened. High quality precision ball slide. Drawer Load: 40 kg. UDL for 75,000 cycles (BS) Plain Triangular plate pop riveted at the bottom corners for rigidity. Epoxy Polyester Powder coated to the thickness of 50 microns (+/-10). The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	2

11	<p>Dining Table, PU painted 25mm Base material 25mm MDF board on top PU painting of minium 2H hardness with 75% gloss as per color chart, combination colorgraphices on the centre. Color as per color chart. Brown laminate on bottom. Specially profiled edge for comfort.Understructure : Bend pipe Uunderstructure of MS Power coated. Pipe dia 38mm, 2mm thk. Understructure fitted with top by SS machine screws.Legs : MS powder coated legs for PU top &amp; SS legs for membrane top. 38 mm dia pipe legs shall be fixed with Understructure&amp; table top. Glide : Plastic Glide fixed at the Understructure to prevent the damage of table top during stocking.1734W x 1175D x 750H. The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	1
12	<p>The seat and back shall be made out of injection moulded high impact strength polypropylene polymer compound with indoor grade UV Resistance The seat size will be 52.5 cm. (W) x 53.2 cm. (D) and the back size shall be 51.6 cm. (W) x 40.5 cm. (H). The powder coated ( DFT 50±10 microns ) welded tubular frame shall be made out of 02.22 ± 0.03 cm x 0.16 ± 0.0128 cm and 3.5 ± 0.03 cm x 1.5 ± 0.03 cm x 0.16 ± 0.0128 cm M.S. E.R.W tube. The tubular welded frame will be made out of Dia 2.22 ± 0.03 cm x 0.12 ± 0.0128 cm and 3.5 ± 0.03 cm x 1.5 ± 0.03 cm x 0.12 ± 0.0128 cm Stainless Steel 202 grade tube. The tubes shall be buff polished to give shiny finish. The powder coated ( DFT 50±10 microns ) welded Beam M.S. Structure is made from 5.08 ± 0.03 cm x 5.08 ± 0.03 cm x 0.16 x 0.0128 cm. The 0.315 ± 0.008 cm thk HR steel plate is welded to beam for fixing seat and back frame. The powder coated ( DFT 50±10 microns ) welded Leg M.S. Structure is made from 5.08 ± 0.03 cm x 5.08 ± 0.03 cm x 0.16 x 0.0128 cm and 5.08 ± 0.03 cm x 2.45 ± 0.03 cm x 0.16 ± 0.0128 cm. The shoes will be made of high impact strength Polypropylene polymer compound with indoor grade UV resistance and pressed fitted with tubular frame. The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	6
13	<p>Bed side table dim of 450 mm D x 440 mm W x 510 H made of prelaminated board of natural walnut color. Bed side table should be Green Guard Certified Product.. The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	5

14	<p>3-Seater sofa : The seat is made of PU foam with Density 28± 2 kg/cu.mtr having an additional top layer of super soft PU foam in Density 32 ± 2 kg/cu. upholstered with fabric or leatherette. The back is made of PU foam with Density 28 ± 2 kg/cu. mtr with two additional top layer of supersoft foam of density 32±2 kg/cu. mtr, upholstered with fabric or leatherette .Understructure is made up of 1.2±0.1 cm. thick hot pressed plywood ( moisture resistance &amp; termite proof as per IS: 303) &amp; pinewood of cross section devoid of major knots &amp; surface defects 6 nos. per seat &amp; 3.8 mm Dia zigzag spring assembly is mounted over understructure for cushioning purpose 6 nos. per seat &amp; 3.8 mm Dia zigzag spring assembly is mounted over understructure for cushioning purpose. It is a welded assembly made in Stainless steel (grade SS 202) tube &amp; plate with plastic endcap. (W) 206.0* (D) 90.5(H) 85.5 cm seat (H) 45.0 cm.</p> <p>The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	1
15	<p>Single-Seater sofa : The seat is made of PU foam with Density 28± 2 kg/cu.mtr having an additional top layer of super soft PU foam in Density 32 ± 2 kg/cu. upholstered with fabric or leatherette. The back is made of PU foam with Density 28 ± 2 kg/cu. mtr with two additional top layer of supersoft foam of density 32±2 kg/cu. mtr, upholstered with fabric or leatherette .Understructure is made up of 1.2±0.1 cm. thick hot pressed plywood ( moisture resistance &amp; termite proof as per IS: 303) &amp; pinewood of cross section devoid of major knots &amp; surface defects 6 nos. per seat &amp; 3.8 mm Dia zigzag spring assembly is mounted over understructure for cushioning purpose 6 nos. per seat &amp; 3.8 mm Dia zigzag spring assembly is mounted over understructure for cushioning purpose. 4) LEG ASSEMBLY: It is a welded assembly made in Stainless steel (grade SS 202) tube &amp; plate with plastic endcap. (W) 86.0* (D) 90.5(H) 85.5 cm seat (H) 45.0 cm</p> <p>The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	2
16	<p>Coffee table of dimensions of 1000 x 650 x 450. TABLE TOP made of Tempered Clear Glass of Thickness 10mm. Legs &amp;Understructure are made of MDF.</p> <p>The metal parts to be pre treated with 6 steps of Degreasing, Water Rinse, Phosphating and Passivation and the Powder coating to be done following 7 Tank spray phosphating system followed by Oven drying at 140° C EMT after Pretreatment Camel Hump Oven for baking powder at 180° C and in-built cooling loop after Oven baking. The manufactures should have in house quality checking, steel processing and powder coating unit. Manufacturer should have Green Guard certification (UL) for some of its products and should also have International Member Certificate of BIFMA for last 10 years along with products certifications like; BIFMA level 2 conforms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA certificate. Other certificates ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, ISO 45001 : 2018 should be mandatory. Manufacturer should have Green Guard Certification(UL), AIOTA, GRIHA, &amp; India Design Mark for few of its products. All ISO must be from NABCB Accredited Agency otherwise certificates will not be accepted. The manufacturer should have the service set up in the district where materials will be delivered at least for last 3 years.</p>	1



## GENERAL TERMS & CONDITIONS:

- 1) Traditional process of deposit of earnest money through offline instruments like Bank Draft, Pay Order etc. will be stopped for e-tender procurement of this Division wef. 01.10.2015. Necessary Earnest Money will be deposited by the bidder electronically: online – through his net banking enabled bank account, maintained at any bank or: offline – through any bank by generating NEFT/ RTGS challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name (ICICI Bank) & IFSC Code and e- Proc Ref No.

Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site.

- 1) Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of Payment of EMD.
- 2) In the event of e-filling, intending bidder may download the tender documents from the website: <https://etender.wb.nic.in> directly with the help of Digital Signature Certificate. Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the <https://etender.wb.nic.in>. Tender document may be downloaded from website & submission of Technical Bid/Financial Bid as per tender time schedule stated in Item no. –20 of N.I.T as mentioned in page–4.

The documents submitted by the bidders should be properly indexed & digitally signed.

- 3) Both Technical document and Financial Bid are to be submitted in technical (Statutory & Non – Statutory folder) and financial folder concurrently duly digitally signed in the website [wbenders.gov.in](http://wbenders.gov.in).
- 4) The Technical document and Financial Bid submission: As per Table mentioned at page –4.
- 5) The FINANCIAL OFFER of the prospective bidder will be considered only if the TECHNICAL Document (both statutory and non-statutory) of the bidder found qualified by the **Central Tender Committee, University Of Calcutta**. The decision of the **Central Tender Committee, University Of Calcutta**, will be final and absolute in this respect. The both list of Responsive and Non –Responsive Bidders will be displayed in the website [wbenders.gov.in](http://wbenders.gov.in).
- 6) Eligibility criteria for participation in the tender:
  - i) Resourceful & benefited contractors having Valid trade License , GST & PAN and credential for satisfactory completion of similar nature of job of amounting 75 % of the estimated value in a single tender in the last three financial years in Government /Government Undertaking or any State-run University. Original documents may be asked for verification of technical checking on the date of issuing tender paper. Failing to produce original documents, the tender will be rejected.
  - ii) The prospective bidders shall have satisfactorily completed as a prime agency during the last 5 (five) years from the date of issue of this Notice the **similar nature of work** as per amendments vide

Notification No – 04–A/PW/O/10C–02/14 dated 18.03.2015 under authority of State/Central Govt., State/Central Govt. undertaking/Statutory Bodies Constituted under the Statute of the Central/State Govt. [Non statutory Documents]

**N.B.:- Completion certificate should contain a) Name of work, b) Name and address of Client, c) Amount put to tender, d) Date of commencement of work e) Date of completion of work.**

**BOQ for the respective work should be uploaded along with completion certificate.**

- (iii) Valid up to date clearance of Income Tax return / Professional Tax Clearance Certificate / P.T. (Deposit Challan) / Pan issued by the IT Dept., Govt. of India / 15–digit Goods & Service Taxpayer Identification Number (GSTIN) under GST Act, 2017 / Voter ID Card for self-identification to be accompanied with the Technical documents [Non statutory Documents] Income Tax Acknowledgement Receipt for last three assessment years to be submitted. **[Non statutory Documents]**
- (iv) In case of Proprietorship and Partnership Firms and Company to Tax Audited Report in 3CD Form is to be furnished along with Balance Sheet & Profit and Loss A/c. for the last 5 (five) years (year just preceding the current Financial year will be considered as year –1). [Non statutory Documents]
- (v) Where an individual person holds a digital certificate in his own name duly issued to him by the company or the firm of which he happens to be a director or partner, such individual person, either belonging to an appropriate cadre officer of the company or an authorized partner of a firm, having a registered power of attorney empowered by the board or by the firm shall invariably upload a copy of registered power of attorney showing clear authorization in his favour to upload such tender.
- (vi) Declaration regarding Structure and Organization duly digitally signed by the applicant to be submitted along with application.
- (vii) A prospective bidder shall be allowed to participate in a single job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job.
- (viii) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
- (ix) The Partnership Firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. [Non statutory Documents]

(x) **Special Terms & Condition: The participant bidder must also comply with the following requirements.**

1	The bidder should be either an OEM or authorised dealer of any furniture manufacturer.
2	Bidder should have a minimum 05 (five) years of experience in supplying and installing of FURNITURE and FIXTURES in government organizations or PSUs (at State/National level). Purchase order and Customer satisfactory certificate to be provided as per the format in Annexure .
3	Bidder should submit order copies along with completion certificate as per following. 1 order more or equal to 40 lakhs or 2 orders more or equal to 30 Lakhs
4	The bidder must have a minimum annual average turnover of Rs. 5 crore during the last three financial years. All bidders should submit copies of audited Statement of Accounts for those three years along with the Tender document.
5	Manufacturer should have BIFMA, ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, OHSAS 18001:2007, Greenguard Certified by UL, Greenco certification along with products certifications like; AIOTA, INDIAN DESIGN MARK,SEFA , BIFMA level 3 confirms to ANSI/BIFMA e3-2014e Furniture Sustainability Standard issued by BIFMA licensed certifiers. All the ISO certificates should be obtained from NABCB accredited organization otherwise certificates will not be accepted.
6	The offered products must have any of the product certifications - GRIHA, BIFMA Level, Greenguard(UL)
7	Proof of Registration of the bidder under relevant law, such as Companies Act, and / or Shops & Establishment Act or Trade License from appropriate authority etc.
8	All bidders should submit along with their tender copies of PAN Card, GST Registration, Service Tax registration certificates.
9	A certificate (Afidevit) should be signed by the Proprietor / Partner or Power of Attorney Holder of the company that they have not been debarred or blacklisted for any services, supplies or products dealing in, by any Govt. organizations or PSU and no criminal case/legal proceeding or industrial dispute is pending or contemplated against them.
10	The bidder must submit copies of acknowledgement of Income Tax return for the last three financial years.
11	Bidder needs to submit authorisation letter from the OEM specific to the tender. All the items must be supplied from the same Branded company.
12	Bidder to submit Catalogue for the quoted items.
13	The products should be designed with ergonomics design practice.

14	Bidder must have authorized service provider in Kolkata to attend any service call within 24 hrs. of generation of call.
15	Bidder must provide product test certificate for offered items.
16	Bidders must submit the documentary proof in support of meeting the minimum eligibility criteria. Simply an undertaking by the Bidder for any item of the criteria shall not suffice the purpose. All the documentary proof must be listed on the letter head, to be submitted with the Technical document.

- 7) No mobilization / advance will be allowed.
- 8) In connection with the work, Arbitration will not be allowed. The Clause No. 25 of 2911 (ii) is to be Considered as deleted vide Gazette notification no 558/SPW-13th December 2011.
- 9) Bids shall remain valid for a period 180 (one hundred eighty) days after the dead line date for Financial Bid/Sealed Bid submission. Bid valid for a shorter period shall be rejected by **Central Tender Committee, University Of Calcutta**, as non-responsive. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
- 10) The Agency will be liable to maintain the work at working portion at the appropriate service level to the satisfaction of the concerned department at his own cost for a period as per prevailing Govt. rule from the date of completion of the work. If any defect/damage is found during the period as mentioned above contractor shall make the same good at his own cost expense to the specification at par with instant project work. Failure to do so, penal action against the Agency will be imposed by the Department as deem fit. The Agency will have to quote his rate considering the above aspect.
- 11) The intending bidders are required to quote the rate on line. **Rate should be inclusive of GST.**
- 12) **Tax invoice (s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provision of GST Act, 2017**
- 13) Additional performance security shall be obtained from the successful bidder according to the memorandum vide no. 4608 -F(Y) Dt. 18<sup>th</sup> July, 2018 of Finance (Audit), Govt. of West Bengal in case of accepted bid value is 80% (eighty percent) or less than estimate put to tender.
- 14) Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
- 15) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting e-Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.

16) The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids no cost of bidding documents shall be reimbursable by the Department. **The Central Tender Committee, University Of Calcutta, reserves the right to reject any application for purchasing Bid Documents and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of Bidding.**

17) Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before tendering the bids.

**18) Earnest Money Deposit:**

a) The bidders need to submit EMD of **Rs 30,000.00 (Rupees Thirty thousand) only** through Bank Draft in favour of 'University of Calcutta' or through NEFT or RTGS or Bank Transfer at the given account as mentioned in the Portal along with their bids.

**EMD through NEFT or RTGS or Bank Transfer Details:**

Particular	Amount	Transaction No. & Date	Bank Name
EMD	Rs.30,000 /-		

**b) Exemption of EMD will not be accepted in any case, failing which the tender will be rejected.**

c) EMD of all unsuccessful bidders (if any) will be returned after finalization of the tender.

d) The amount of EMD (if any) is liable to be forfeited, if the tenderer withdraws from the offer after submission of the tender or after the acceptance of the offer and fails to remit the Performance Security Deposit.

e) No interest will be paid on the EMD (if any).

**Action to be taken in the cases of suppression / distortion of facts**

Submission of any false document by the bidders is strictly prohibited and in such cases, the concerned bid(s) shall be rejected.

**19) Important information Date & Time schedule:**

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other documents (Online)	02/08/2021 ; 04:00 pm
2	Start of downloading documents (Online)	02/08/2021 ; 04:00 pm
3	Start of Bid submission (Online)	02/08/2021 ; 04:00 pm
4	Close of Bid Submission (Online)	16/08/2021 ; 02:00 pm
5	Date of opening of technical bid (Online)	18/08/2021 ; 02:00 pm
6	Date of uploading list of Technically Qualified Bidders (Online)	To be communicated later
7	Date of opening of Financial Bid (Online)	To be communicated later

20) **LOCATION OF CRITICAL EVENT:**

**Bid Opening: - University of Calcutta at 87/1 College Street, Darbhanga Building, Ground Floor  
Kolkata-700073**

- 21) Conditional/Incomplete tender will not be accepted under any circumstances.
- 22) Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.
- 23) In case of ascertaining authority of intending bidders at any stage of tender process or execution of work, necessary registered irrevocable power of attorney is to be produced as and when asked for by the Tender Inviting & Accepting Authority / Engineer-In-Charge.
- 24) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence.

- NIT
- EMD (Not Exempted)
- Credential
- GST, PAN
- P-Tax
- Relevant trade license
- 

Sl.No.	Category	Sub Category	Sub-Category Description
A.	Certificates	Certificates	1. PAN Card
			2. Professional Tax Registration Certificate
			3. GST Registration Certificate
			4. Valid Trade License
B.	Credential	50% of the total amount of work in government, autonomous organization, state universities.	

- 25) Qualification criteria:– The tender inviting & Accepting Authority will determine the eligibility of each bidder, the bidders shall have to meet all the minimum criteria regarding:
- a) Financial Capacity
  - b) Technical Capacity comprising of personnel & equipment capability.
  - c) Experience/Credential

- (i) The eligibility of a bidder will be ascertained on the basis of the digitally signed documents in support of the minimum criteria as mentioned in a, b, c above. If any document submitted by a bidder is either manufacture of false, in such cases the eligibility of the bidder/ bidder will be out rightly rejected at any stage without any prejudice.
- 26) During the scrutiny, if it come to the notice to tender inviting authority that the credential or any other paper found incorrect/manufactured/fabricated, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice. The **Central Tender Committee ,University Of Calcutta**, reserves the right to cancel the NIT due to unavoidable circumstances without assigning any reason,. Whatsoever, to the bidders and no claim in this respect will be entertained.
- 27) In case if there be any objection regarding prequalifying the Agency that should be lodged to the **Central Tender Committee, University Of Calcutta** within 02(two) day from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the **Central Tender Committee ,University Of Calcutta**.
- 28) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest bidder if necessary. After verification if it is found that the documents submitted by the lowest bidder is either manufactured or false in that case work order will not be issued in favour of the said bidder under any circumstances and the Earnest Money deposited by the bidder will be forfeited by the Tender Inviting Authority without assigning any reason thereof.
- 29) Declaration must be uploaded by the bidder for the clause mentioned below: “any intending bidder who have failed to execute more than one works contract under any Directorate of this Department and was terminated by any sub –rule under Clause –3 of tender Form No. 2911 or terminated under any clause of Standard Bidding Document by the Engineer – in–Charge/Employer during last 3 (three) years will not be eligible to participate in any bid under any Directorate under this Department for another 2 (two) years from the date of imposition of last termination notice by the Engineer–in–Charge/Employer.”

Sd/-

**Principal Investigator  
ST Radar Project  
University Of Calcutta**

## SECTION – A

### **Instruction to Bidder**

- 1 Bids for the tender are to be submitted through online mode to the website **https://wbtenders.gov.in** in two folders at a time for each work, one is Technical bid and other is Financial Bid, before the scheduled date and time using the Digital Signature Certificates.
- 2 Online bid submission (Bidder/Contractor) process is given in <https://wbtenders.gov.in> portal; please download the pdf file.
- 3 Possession of a valid DSC in the form of smart card / e-token is a prerequisite for registration and participating in the bid submission activities. DSCs can be obtained from the authorised certifying agencies.
- 4 Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the Portal.
- 5 Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6 The Bidders are required to log in to the site through the secured log-in by entering their respective user ID / password and the password of the DSC.
- 7 The portal also has user manuals with detailed guidelines on enrollment and participation in the online bidding process. The user manuals can be downloaded for ready reference.

*The bidder has to upload the relevant & readable files only as indicated in the tender documents. In case of any irrelevant or non-readable files, the bid may be rejected.*

### **Online Bid Submission Procedure**

**Cover-1:** The file should be saved in a PDF version and should comprise of the following items:

- *Packet-1:* Duly Completed Scanned PDF of Registration Certificate Details.
- *Packet-2:* Duly Completed Scanned PDF of PAN Card.
- *Packet-3:* Duly Completed Scanned PDF of GSTIN.
- *Packet-4:* Duly Completed Scanned PDF of EPF Registration.
- *Packet-5:* Duly Completed Scanned PDF of ESI Registration.
- *Packet-6:* Duly Completed Scanned PDF of Labour License.
- *Packet-7:* Scanned PDF of Address Proof of Bidder's Office in Kolkata.
- *Packet-8:* Scanned PDF of Bank Solvency Certificate.
- *Packet-9:* Scanned PDF of this document (Modified NIT) (*duly signed and stamped on each page*).

**Cover-2:** The file should be saved in a PDF version and should comprise of the following items:

- *Packet-1:* Duly Completed Scanned PDF copy of Annexure-I.



- **Packet-2:** Duly Completed Scanned PDF copy of Annexure-II.
- **Packet-3:** Duly Completed Scanned PDF copy of Annexure-III with supporting documents.
- **Packet-4:** Duly Completed Scanned PDF copy of Annexure-IV with supporting documents.
- **Packet-5:** Duly Completed Scanned PDF copy of Annexure-V with supporting documents.
- **Packet-6:** Duly Completed Scanned PDF copy of Annexure-VI.
- **Packet-7:** Duly Completed Scanned PDF copy of Annexure-VII.

**Cover-3:** The BOQ should be downloaded from the website and should comprise of the following item:

**Packet-1:** Financial Bid in XLS version Filled with all relevant information.

## SECTION-B

### Technical Documents

#### *Statutory Documents*

Following documents are to be provided.

- a) Firm Incorporation/Establishment Certificate
- b) PAN details
- c) GSTIN (**The participant bidder or agency must submit a declaration mentioning that the GST payment has been up-to-date and there is no default of GST payment with duly signed supporting documents, failing which his or her tender will be rejected**)
- d) **Compliance of the Special Terms & Condition as per Sl.No.6(x) vide Page 11-12 of this tender document.**
- e) Address Proof of Bidder's Office in Kolkata.
- f) Fresh Solvency Certificate from scheduled or nationalized bank for at least Rs. 1.00 Crore.

#### *Non-Statutory Documents:*

- a) Duly completed Annexure-I (Self-declaration for acceptance of all terms & conditions of tender documents)
- b) A duly completed Annexure-II (notarized certificate stating neither blacklisted nor having any criminal case registered/ pending against the bidder)
- c) A duly completed Annexure-III (annual turnover details) along with supporting documents
- d) A duly completed Annexure-IV (experience details) along with supporting documents
- e) A duly completed Annexure-V (running contact details) along with supporting documents
- f) A duly completed Annexure-VI (running contact details) along with supporting documents

***N.B.: If there is any deficiency in the Statutory or Non-statutory documents, the tender may be summarily rejected. During evaluation, the committee may summon bidders and seek clarification/information or additional documents or original hard copy of any of the documents already submitted. If these are not produced within the stipulated time frame; the bid may be liable for rejection.***

**1. Financial Proposal:**

- (i) **The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate (Presenting Above / Below / At Par) online through computer in the space marked for quoting rate in the BOQ.**
- (ii) **Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor in XLS format.**

Financial capacity of a bidder will be judged on the basis of information furnished in Section–B.

- (iii) Penalty for suppression / distortion of facts:

If any bidder fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the bidder and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

- (iv) Rejection of Bid:

Employer reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.

- (v) Award of Contract:

The Bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance.

**2. Tender Evaluation Committee (TEC): Central Tender Committee of the University of Calcutta.**

**3. Opening of Technical Proposal: Technical proposals will be opened by the Central Tender Committee of the University of Calcutta.**

4. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non–Statutory Documents will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.

5. Decrypted (transformed into readable formats) documents of the non –statutory cover will be downloaded & handed over to the Tender Evaluation Committee.

6. Summary list of technically qualified bidders will be uploaded online.
7. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible bidders & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
8. During evaluation the committee may summon of the bidders & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within t he stipulated time frame, their proposals will be liable for rejection.

9. **Termination of contract:** The Central Tender Committee of the University of Calcutta reserves the right to terminate the contract without showing any reason in case of deterioration of services.

Sd/-

**Principal Investigator  
ST Radar Project  
University Of Calcutta**

ANNEXURE - I

(To be provided on letter head of the Bidder)

Ref: - Tender No. **01/Radio-Physics/Furniture-21-22** dated. 02.08.2021

(Institute of Radio Physics and Electronics, University of Calcutta invites e -tender for procurement of office- furniture and laboratory furniture as per BOQ for the campus at Ionosphere **Field Station, Haringhata, University of Calcutta, 24 Pgns (N), WB 743145** under University of Calcutta during the F.Y.-2021-21)

I hereby certify that the our firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Place:



Authorized Signatory

Name: Designation:

Contact No.:

Email:

ANNEXURE - II

**ANNUAL TURNOVER DETAILS**

Ref : - Tender No. **01/Radio-Physics/Furniture-21-22** dated. 02.08.2021

(Institute of Radio Physics and Electronics, University of Calcutta invites e -tender for procurement of office- furniture and laboratory furniture as per BOQ for the campus at Ionosphere **Field Station, Haringhata, University of Calcutta, 24 Pgns (N), WB 743145** under University of Calcutta during the F.Y.-2021-21)

<b>Bidder's Annual Turnover for last three Financial Years</b>		
<b>Sl. No.</b>	<b>Financial Year</b>	<b>Turnover in Rs.</b>
1	2020-21	
2	2019-20	
3	2018-19	

***Note: Supporting documents (copies of duly signed profit & loss accounts and audited balance sheet) are to be attached along with the Annexure-IV.***

Date:



Authorized Signatory

Name: Designation:

Contact No.:

Email:

Place:

ANNEXURE - III

**EXPERIENCE DETAILS**

Ref : - Tender No. **01/Radio-Physics/Furniture-21-22** dated. 02.08.2021

(Institute of Radio Physics and Electronics, University of Calcutta invites e -tender for procurement of office- furniture and laboratory furniture as per BOQ for the campus at Ionosphere **Field Station, Haringhata, University of Calcutta, 24 Pgns (N), WB 743145** under University of Calcutta during the F.Y.-2021-21)

<b>Credentials</b>					
Sl. No.	Name of the Client with contact details	Order No. & Date	Duration		Contract Value
			From	To	
1					
2					
3					
4					
5					

*Note: Supporting documents (work order and work completion certificate issued by the clients) are to be attached along with the Annexure-III.*

Date:



Place:

Authorized Signatory

Name: Designation:

Contact No.:

Email:

ANNEXURE – IV

**RUNNING CONTRACT DETAILS**

Ref : - Tender No. **01/Radio-Physics/Furniture-21-22** dated. 02.08.2021

(Institute of Radio Physics and Electronics, University of Calcutta invites e –tender for procurement of office- furniture and laboratory furniture as per BOQ for the campus at **Ionosphere Field Station, Haringhata, University of Calcutta, 24 Pgns (N), WB 743145** under University of Calcutta during the F.Y.-2021-21)

Sl. No.	Name of the Client with Contact Details	Order No. &	Contract Value
1			
2			
3			
4			

*Note: Supporting documents (work order issued by the clients and performance certificate from clients) are to be attached along with the Annexure-V.*

Date:



Place:

Authorized Signatory

Name: Designation: Contact  
No.:

Email:

ANNEXURE - V

**ELIGIBILITY AND TECHNICAL COMPLIANCE SHEET**

Ref : - Tender No. **01/Radio-Physics/Furniture-21-22** dated. 02.08.2021

(Institute of Radio Physics and Electronics, University of Calcutta invites e -tender for procurement of office- furniture and laboratory furniture as per BOQ for the campus at **Ionosphere Field Station, Haringhata, University of Calcutta, 24 Pgns (N), WB 743145** under University of Calcutta during the F.Y.-2021-21)

Sl. No.	Particulars	Compliance by the Bidder (Yes / No.)
1	Scope of Work as per tender document	
2	Tender Fee and EMD as per tender document	
3	Incorporation/Establishment Certificate as per tender document	
4	PAN Card as per tender document	
5	GST Registration Certificate as per tender document	
6	Address Proof of Kolkata Office as per tender document	
7	Bank Solvency Certificate as per tender document	
8	Special terms & condition as per Sl.No. 6(x) vide Page11-12 of this tender document.	
11	Undertaking as per tender document [Annexure-I]	
12	Certificate as per tender document [Annexure-II]	
13	Annual Turnover details as per tender document [Annexure-III]	
14	Signed Profit & Loss Accounts and Audited Balance Sheets of previous three years as supporting documents of Annexure-III	
15	Experience details as per tender document [Annexure-IV]	
16	Work Orders and Work Completion Certificates as supporting documents of Annexure-IV	
17	Running Contract as per tender document [Annexure-V]	
18	Work Orders and Performance Certificates as supporting documents of Annexure-V	

Date:



Place:

Authorized Signatory

Name: Designation: Contact

No.:

Email:



ANNEXURE - VI

**COMPANY PROFILE**

Ref : - Tender No. **01/Radio-Physics/Furniture-21-22** dated. 02.08.2021

(Institute of Radio Physics and Electronics, University of Calcutta invites e –tender for procurement of office- furniture and laboratory furniture as per BOQ for the campus at Ionosphere **Field Station, Haringhata, University of Calcutta, 24 Pgns (N), WB 743145** under University of Calcutta during the F.Y.-2021-21)

Name of the Party		
Date of Incorporation/ Establishment		
PAN Number		
GST Identification Number		
EPF Registration		
ESI Registration		
Labour License		
Office Postal Address		
Local (Kolkata) Office Address		
Authorized Signatory Details (Company/Firm Authorization by the competent authority, to be attached)	Name	
	Designation	
	Email	
	Phone	
Details of Contact other than Authorized Signatory	Name	
	Designation	
	Email	
	Phone	
Contact Details of the In-charge of Kolkata Office	Name	
	Designation	
	Email	
	Phone	

Date:



Seal

Authorized Signatory

Name: Designation:

Contact No.:

Email: