

Tender Document to be put in the Tender Box kept at Maintenance Section, Room No. 204, 2nd Floor, NIOS, A 24/25, Sector-62, Noida

Tender document can be downloaded either from NIOS website i.e. www.nios.ac.in or from CPP Portal i.e. www.eprocure.gov.in upto 25/05/ 2018 till 2.00 a.m.

Last date and time for submission of Sealed Tender 25/05/ 2018 upto 2.30 p.m.

Date & time for opening of the Technical bid: 25/05/2018 at 3.00 p.m.

Venue for opening of Technical Bid(s):

National Institute of Open Schooling
Maintenance Section, 2nd Floor,
A-24/25, Sector-62,
Noida-201309 (U.P.)



National Institute of Open Schooling(NIOS)

(An Autonomous Institution Under Ministry of Human Resource Development,
Department of School Education & Literacy, Govt of India)

A-24/25, Sector – 62, Noida – 201309 (U.P)

TENDER NOTICE

Short Notice Limited Tender for Supply and Installation of Modular & Loose Furniture for Capacity Building Cell and ASHA Project at NIOS,A-24-25 & A-31 buildings, Sector-62, Noida respectively.

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Short Notice Limited Tender for Supply and Installation of Modular & Loose Furniture for Capacity Building Cell and ASHA Project at NIOS,A-24-25 & A-31 buildings, Sector-62, Noida respectively.

National Institute of Open Schooling (NIOS) is an autonomous organization of the Deptt. of School Education & Literacy, Ministry of Human Resource Development (MHRD), Govt. of India. It provides education opportunities for Secondary and Senior Secondary levels and also for Vocational courses to persons who wish to study further and qualify for a better tomorrow. The mission of NIOS is to provide education to all with special concern for girls and women, rural youths, working men and women, SC and ST, persons with disability and other disadvantaged persons who for one or the other reason could not continue their education with the formal system. NIOS operates through a network of Eighteen (22) Regional Centres and Two (2) Sub-Regional Centres and about 6000 Accredited Institutions (AIs) commonly known as Study Centres in India. NIOS is the largest open schooling system in the World.

01. INSTRUCTIONS TO BIDDERS:

The Secretary, NIOS invites sealed items rate tenders in a two bid (Technical and Financial) system from the reputed Manufacturer/Dealer for the Supply and Installation of Modular & Loose Furniture for Capacity Building Cell and ASHA Project at A 24-25 and A 31, Sector-52, Noida respectively.

The tenderer shall be required to follow the following instructions to participate in the tender process.

- (i) The tender document can be downloaded either from NIOS website i.e. www.nios.ac.in or from CPP Portal i.e. www.eprocure.gov.in which shall be valid for participating in the tender process if EMD amount is enclosed alongwith the Technical bid of the tender.
- (iii) Before submitting the complete tender document, the firms are advised to visit the site of work and drop the tender in the tender box placed at Maintenance Section, 2nd Floor, National Institute of Open Schooling, A-24/25, Institutional Area, Sector –62, NOIDA (UP) along with an **Earnest Money Deposit of Rs. 62,000/-** (Rupees Sixty two thousand only) by way of Demand Draft of any Nationalized Bank in favour of the Secretary, NIOS payable at Noida on the date and time specified above. The tender document shall be opened at given time on the same day. No interest shall be paid on EMD.

- (iv) Estimated Cost of Work is **Rs. 24,78,258/- (Rs. Twenty four lacs seventy eight thousand two hundred fifty eight only)**. This Estimate, however, is given merely as a rough guide.
- (v) The intending tenderers are advised that the Financial Bids of only those tenderers shall be opened whose Technical Bids are found to be responsive and qualified as per the eligibility criteria. The Technical Bids of only those tenderers who have deposited the requisite Earnest Money in an acceptable form i.e. by way of Demand Draft in favour of the Secretary, NIOS, Noida shall be opened.
- (vi) Selection of the firm will be purely on the basis of lowest rates and total amount of all the items quoted by the firm.

02. SCOPE OF WORK:

NIOS intends to make seating arrangements for Capacity Building Cell and ASHA Project at A 24-25 and A 31, Sector-52, Noida respectively with Modular & loose Furniture with Storage.

The Financial Bid Proformae alongwith LAY OUT as well as 3D View of Capacity Building Cell and ASHA Project are appended at Annexure-II.

DESCRIPTION OF WORK:

Sl. No.	Description	Estimated Cost (Rs. in lacs)	Earnest Money (Rs. in thousand)	Completion Period
1.	<u>Supply and Installation of Modular & Loose Furniture for Capacity Building Cell and ASHA Project at NIOS, A 24-25 and A 31, Sector-62, Noida respectively.</u>	24.78 lacs (Rupees twenty four lacs seventy eight thousand only)	Rs. 62,000/- (Rupees Sixty two thousand only)	Within 35 days from the date of Colour Scheme of the furniture approved by NIOS

03 ELIGIBILITY CRITERIA:

The intending bidder should fulfill the following minimum eligibility criteria:

- (i) Should have satisfactorily completed similar work costing one work of Rupees Twenty lacs
OR
Two works of Rupees Fifteen lacs each
OR
Three works of Rupees Ten lacs each
with any Central Government Authorities/Public Sector Undertaking/State Government or Autonomous/Local Bodies during the last Seven years.

Similar work mean “ the works of furniture of brand Godrej, BP Ergo(HNI) or Herman Millar”.

The successful completion certificate issued by Client(Department) containing date of start, date of completion and actual cost of completion of work, etc. should be enclosed.

- (ii) Should have average turnover of not less than One Crore in the last three Financial Years i.e. 2014-15, 2015-16 & 2016-17. Please enclose Audited Statements OR a Certificate from a Chartered Accountant.
- (iii) Should have Memorandum of Understanding (MOU) with the Manufacturers/Dealers of brand Godrej, BP Ergo(HNI) or Herman Millar stating that required items under this tender shall be provided by them to the tenderer within the specified time frame. (Copy of MOU should be enclosed)
- (iv) Should have GST Registration Number.
- (v) Should have PAN Registration Number with PAN Card of the firm.

The intending bidders are advised to enclose the attested copies of the aforesaid documents and Earnest Money along with their technical bid proforma.

04. TERMS AND CONDITIONS OF THE CONTRACT:

- (i) The furniture used shall confirm the Manufacturers/Dealers of brand Godrej, BP Ergo(HNI) or Herman Millar. The material to be used should be of Scratch, Fire & Water resistant, stain and termite proof.
- (ii) The work should be completed within 35 days from the date of Colour Scheme of the furniture approved by NIOS. The firm should have past experience of atleast Seven years in executing similar nature of jobs.
- (iii) The materials to be supplied should be to the satisfaction of NIOS.
- (iv) The firm should have sufficient manpower and resources to carry out such works. The firm shall make its own arrangement of tools and plants.
- (v) If any damage occur at the site of work while executing the work, the same shall be made good at his cost by the Firm/Company.
- (vi) After completion of work, all the waste materials shall be disposed off out of NIOS premises and neat and clean premises shall be handed over to NIOS.
- (vii) **MAKE OF MATERIAL:** The items quoted should be of ISI or ISO mark.
- (viii) **SECURITY DEPOSIT:** Security deposit @ 10% of the gross amount is required to be deposited by the firm in the shape of Bank Guarantee/FDR/Demand Draft in favour of the

Secretary, NIOS, payable at Noida which will be retained by NIOS for One Year from the date of Completion of Work.

- (ix) **REFUND OF EMD:** Unsuccessful tenderers Earnest Money shall be returned to them without any interest.
- (x) **FORFEITURE OF EMD:** The successful tenderers Earnest Money shall be forfeited if the tenderer either fails to start the work in time or on refusal or fails to deposit the requisite security deposit amount within 7 (Seven) days from the date of award of work.
- (xi) **TENDER VALIDITY:** The tender shall remain valid for acceptance for a period of 90 days (Ninety days) from the date of opening of Financial bid of the tender and if necessary due to any administrative reasons can further be extended on mutual consent of both the parties.
- (xii) **LATE TENDER:** A tender which is received after expiry of the specified date and time for receipt of tenders, shall be treated as "late" tender and shall not be entertained and automatically treated as cancelled/outrightly rejected.
- (xiii) **WARRANTY:** The tenderer warrants that the goods supplied as per approved specifications under the contract are new, unused, undefective and incorporate all recent improvements in design and materials. In case of any defects of material the same shall be repaired/replaced without any extra cost, till three years from the date of completion of work by the firm.
- (xiv) **TAXES AND DUTIES:** Tenderer shall be entirely responsible for all type of taxes and duties, fees, levies, octroi, road entry tax and local levies, etc. imposed by the Central/State Government, incurred until delivery of the contracted goods to the NIOS sites. In this regard, Nothing shall be entertained by NIOS whatsoever.
- (xv) **PAYMENT TERMS:** The payment to the Contractor shall be made on receipt of a testing certificate of the Modular Furniture supplied from a Govt. approved testing lab along with the bill raised for release of payment. Besides, before the payment is released Inspection Report stating the supply and installation of all items of Modular Furniture as per specifications are made to the entire satisfaction of the Committee will be submitted. Payment shall be made subject to recoveries, if any, by way of liquidated damages/penalty clause or any other charges as per terms & conditions of contract. No Mobilization advance shall be given to the successful tenderer.
- (xvi). **PENALTY CLAUSE/LIQUIDATED DAMAGES CLAUSE:** If the supplier/Contractor is unable to execute the work within the stipulated time limit, NIOS may, at its own discretion allow such additional time as it may consider justified with or without liquidated damages and without altering any other terms and conditions of the order. In the event of the failure of the contract within the stipulated time or extended time, the Secretary, NIOS shall have the right to impose a liquidated damages @ half percent (0.5%) per week of the order value or part thereof. The Contractor's liability for delay, however, shall not exceed 10% of

the ordered/contract value. Once the maximum is reached NIOS may also consider followings:

- (a) Forfeiture of its Security deposit and
- (b) Termination of the contract for default at the risk and cost of the firm.

- (xvii) **TERMINATION OF CONTRACT:** The NIOS, without prejudice to any other contractual rights and remedies available to it, may, by written notice of default sent to the tenderer, terminate the contract in whole or in part, if the tenderer fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by the NIOS. In the event, the NIOS terminates the contract in whole or in part, the NIOS may procure goods and/or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit and the tenderer shall be liable to the NIOS for the extra expenditure, if any, incurred by the NIOS for arranging such procurement. If the tenderer becomes bankrupt or otherwise insolvent, the NIOS reserves the right to terminate the contract at any time, by serving written notice to the tenderer without any compensation, whatsoever, to the supplier, subject to further condition that such termination shall not prejudice or affect the rights and remedies which have accrued and/or shall accrue thereafter to the NIOS.
- (xviii) **AMENDMENT OF TENDER DOCUMENT:** Before the deadline for submission of tenders, the tender document may be modified by NIOS by issue of addendum/corrigendum. Any addendum/corrigendum issued shall be part of the tender document and shall be uploaded on NIOS website for information of the tenderers.
- (xix) **CANVASSING PROHIBITED:** Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the Contractors who resort to canvassing shall be liable to be rejected.
- (xx) **NIOS RIGHT TO ACCEPT WHOLE OR PART OF THE TENDER:** The Secretary, NIOS reserves to himself the right to accept/reject any or all tenders without assigning any reason whatsoever. During the execution of work by the firm, the given work can be changed by the Competent Authority of NIOS as per its requirements.
- (xxi) **ARBITRATION CLAUSE:** In case of any dispute between Contractor and NIOS arising out of or in relation to the agreed conditions, the dispute shall be referred to the Arbitrator appointed by the Secretary, NIOS whose decision shall be final and binding on both parties.
- (xxii) **COURT'S JURISDICTION:** Any dispute arising out of the relation between the parties shall be subject to the jurisdiction of Delhi Court only.

05. SPECIFICATIONS AND ALLIED TECHNICAL DETAILS:

(A) Supply & Installation of Modular & Loose Furniture for Capacity Building Cell at NIOS,A-24-25, Sector-62, Noida

S.NO	ITEM DESCRIPTION	QTY	UNIT
1	MODULAR WORKSTATION-		
	Providing and Supplying Table of size as specified below with Tile based partition of 50mm thickness of height 1200mm with Lower module of 550mm, Upper of 550mm and skirting height of 100mm including M10x 50mm leveler and have adequate space between two tiles for wire management facilities.The basic framework is made in combination up of CRCA Steel & aluminium with thickness of 1.2-1.3mm. Vertical & Horizontal rail is made up of 1.2mm thick of aluminium extrusions with 12mm curvature. Cover Section (Raceways) is made up of 0.8-1mm thick CRCA steel. All steel parts shall be epoxy powder coated.The thickness of the powder coating for all the steel and aluminum parts shall be minimum 45microns. Upper Fabric Tiles shall be 3-3.5mm thick MDF Board with Fabric of approved shade wrapped & Lower prelaminated Tiles with 9mm thick. Raceway shall be provided at Skirting and Below/Above WorkTop Level.		
	Worktops shall be of 25mm thick prelaminated partical board top supported by 18mm thick Prelam understructure & CRCA Steel Powder Coated Brackets with 1.2mm thick PVC (Poly Vinyl Chloride) lipping on all Flat edges. The worktop shall also be supported on 50mm thick & 1200mm high Modular Partition framework through brackets and Profiled Gables as per approved Layout.		
1.1	CUBICLE WORKSTATION C SHAPE-		
	Main Table Size-1350mm(L) x 600mm(D) x 730mm(H) & Side Table-900mm (L) x 450mmmm (D) x 730mm (H). Side Table includes One No. of Low Ht. Prelam Particle Board Combo Storage Unit (Seating 2 Persons With Dividing/Return Partition)	1	NO.
1.2	CUBICLE WORKSTATION + SHAPE-		
	Main Table Size-1350mm(L) x 600mm(D) x 730mm(H) & Side Table-900mm (L) x 450mmmm (D) x 730mm (H). Side Table includes One No. of Low Ht. Prelam Particle Board Combo Storage Unit (Seating 4 Persons With Dividing/Return Partition)	1	NO.
2	PEDESTAL DRAWER UNIT-		
	P/S Three Drawer Prelam Pedestal (2 Box + 1 File) with levelers. The pedestal / drawers unit shall have outer Dimensions of 680 mm Height x 390 mm Width x 450 mm Depth.The pedestals shall have central locking mechanism with D-Shape Metal handles. The drawers and filing box shall be mounted on Roller slides.	5	NOS.
3	KEY BOARD TRAY-		
	P/S Keyboard pull out tray made of 0.8 mm thick CRCA steel duly powder coated, of minimum thickness 45-60 micron, with metallic roller slides(Telscopic channels) on both sides and shall be fixed to the bottom of worktop surface with the help of screws.	11	NOS.
4	CPU TROLLEY-		
	P/S CPU Trolley made of Heavy Duty Plastic, in Black shade, with 35mm dia casters to provide mobility.The width of CPU shall be adjustable.	11	NOS.

5	FREE STANDING KD FITTED TABLE-		
	P/S Free Standing Table with 25mm thick prelaminated partical board top supported by 18mm thick Prelam Particle Board Gable Ends.Gable ends shall be fitted to the Worktop with KD Fittings & M-6 Screws at prefitted inserts below Table Top and shall be provided with 2 Nos. of glide screws for levelling of the workstation.All edges shall be provided with hot pressed 1.2mm thick PVC edging using special hot melt glue at high temperature.One No. of 18mm thick Prelaminated Modesty panel with clearance of 100-150mm from Finished Floor Level is included in the workstation.Table shall have no provision for wire management.		
5.1	DD/JD TABLE-		
	Main Table Size-1800mm(L) x 750mm(D) x 730mm(H) & Side Table-1050mm (L) x 450mmmm (D) x 730mm (H). Side Table includes One No. of Low Ht. Prelam Particle Board Combo Storage Unit.	2	NOS.
5.2	PA TABLE-		
	Main Table Size-1200mm(L) x 600mm(D) x 730mm(H).	3	NOS.
6	LOOSE MODULAR LOW HT PARTITION-		
	P/S Loose Low Ht partition System of height 1500mm.The framework for the partition comprise of Tile based partition of 75mm thick of height 1500mm with skirting height of 100mm Raceway Made of CRCA sheet of 0.8-1mm thick including M10x 50mm leveler and have 50-55mm minimum clear space between two tiles for wire management facilities. The basic framework is made in combination of CRCA Steel & Almunium with thickness of 1.2-1.3mm. Vertical & Horizontal rail is made up of 1.2mm thick of aluminium extrusions. The thickness of the powder coating for all the aluminium/CRCA steel parts shall be minimum 45microns. Lower Module Tile Finish shall be PreLaminate and upper Module shall be Fabric. Laminated Tile- consists of 9mm thick prelam particle board.Fabric Tile: Consists of 3.5-4.0 mm thick medium density fibre board with fabric upholstered of approved shade pasted.	220	SFT.
7	CABINET STORAGE UNIT-		
	P/S Hinged Door Free standing cabinet units of sizes as specified below resting on floor having top, sides, back, & shelves in CRCA powder coated steel with CRCA Steel Powder Coated Facia/Door.The body and Shelves of the cabinets shall be made of 0.8mm CRCA steel. The top of the cabinets shall be made of 1.2mm thick CRCA steel.		
7.1	600mm(L) x 450mm(D) x 1200mm(H)-	6	NOS.
7.2	900mm(L) x 450mm(D) x 1200mm(H)-	2	NOS.
8	CHAIR-		
8.1	Providing and Placing Mid Back Chairs Consisting of PU Arm, Chrome Plated Metal Base,Gas Lift, Synchronilt Mechanism,Seat & Back in Fabric/Mesh Tapestry.	3	NOS.
8.2	Providing and Placing High Back Chairs Consisting of PU Arm, Chrome Plated Metal Base,Gas Lift, Synchronilt Mechanism,Seat & Back in Fabric/Mesh Tapestry of approved shade.	8	NOS.
8.3	Providing and Placing Visitor Chairs Consisting of Wooden Arm, Chrome Plated Pipe Frame Base,Seat & Back in Fabric/Mesh Tapestry of approved shade.	4	NOS.
9	CARPET-		
	Providing and laying machine made carpet (1200gm/sqmt.) of Chocolate/Red Shade. The woolen carpet shall be fixed on 8mm thick rubber foam under layer fixed on floor with rubberized adhesive, ends of the carpet shall be secured in	10	SQM.

	position with floor by providing necessary wooden nailed fixed to floor with necessary adhesives, PVC fasteners and steel screws etc. as per locations for carpet flooring and direction of Engineer-in-charge complete.		
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(B) Supply & Installation of Modular & Loose Furniture for ASHA Project at NIOS,A-31, Sector-62, Noida

S.NO	ITEM DESCRIPTION	QTY	UNIT
1	MODULAR WORKSTATION-		
	Providing and Supplying Table of size as specified below with Tile based partition of 50mm thickness of height 1200mm with Lower module of 550mm, Upper of 550mm and skirting height of 100mm including M10x 50mm leveler and have adequate space between two tiles for wire management facilities.The basic framework is made in combination up of CRCA Steel & aluminium with thickness of 1.2-1.3mm. Vertical & Horizontal rail is made up of 1.2mm thick of aluminium extrusions with 12mm curvature. Cover Section (Raceways) is made up of 0.8- 1mm thick CRCA steel. All steel parts shall be epoxy powder coated.The thickness of the powder coating for all the steel and aluminum parts shall be minimum 45microns. Upper Fabric Tiles shall be 3-3.5mm thick MDF Board with Fabric of approved shade wrapped & Lower prelaminated Tiles with 9mm thick. Raceway shall be provided at Skirting and Below/Above WorkTop Level.		
	Worktops shall be of 25mm thick prelaminated partical board top supported by 18mm thick Prelam understructure & CRCA Steel Powder Coated Brackets with 1.2mm thick PVC (Poly Vinyl Chloride) lipping on all Flat edges. The worktop shall also be supported on 50mm thick & 1200mm high Modular Partition framework through brackets and Profiled Gables as per approved Layout.		
1.1	CUBICLE WORKSTATION C SHAPE-		
	Main Table Size-1350mm(L) x 600mm(D) x 730mm(H) & Side Table-900mm (L) x 450mmmm (D) x 730mm (H). Side Table includes One No. of Low Ht. Prelam Particle Board Combo Storage Unit (Seating 2 Persons With Dividing/Return Partition)	3	NOS.
1.2	LINEAR WORKSTATION -STRAIGHT-		
	Size-1200mm (L) x 600mm (D) x 730mm (H) (Seating 1 Persons)	14	NOS.
2	PEDESTAL DRAWER UNIT-		

	P/S Three Drawer Prelam Pedestal (2 Box + 1 File) with levelers. The pedestal / drawers unit shall have outer Dimensions of 680 mm Height x 390 mm Width x 450 mm Depth. The pedestals shall have central locking mechanism with D-Shape Metal handles. The drawers and filing box shall be mounted on Roller slides.	14	NOS.
3	KEY BOARD TRAY-		
	P/S Keyboard pull out tray made of 0.8 mm thick CRCA steel duly powder coated, of minimum thickness 45-60 micron, with metallic roller slides(Telscopic channels) on both sides and shall be fixed to the bottom of worktop surface with the help of screws.	20	NOS.
4	CPU TROLLEY-		
	P/S CPU Trolley made of Heavy Duty Plastic, in Black shade, with 35mm dia casters to provide mobility. The width of CPU shall be adjustable.	20	NOS.
5	CABINET STORAGE UNIT-		
5.1	600mm(L) x 450mm(D) x 1200mm(H)-	4	NOS.
5.2	750mm(L) x 450mm(D) x 1200mm(H)-	2	NOS.
5.3	900mm(L) x 450mm(D) x 1200mm(H)-	10	NOS.
6	CHAIR-		
6.1	Providing and Placing Mid Back Chairs Consisting of PU Arm, Chrome Plated Metal Base, Gas Lift, Synchrotilt Mechanism, Seat in Fabric Tapestry with Back in Fabric/Mesh of approved shade.	14	NOS.
6.2	Providing and Placing High Back Chairs Consisting of PU Arm, Chrome Plated Metal Base, Gas Lift, Synchrotilt Mechanism, Seat in Fabric Tapestry with Back in Fabric/Mesh of approved shade.	6	NOS.

Note: The above quantity may vary as per the actual requirement during execution of work.

6. PRICE SCHEDULE (TO BE UTILIZED BY THE BIDDERS FOR QUOTING THEIR PRICES):

The tenderer may use the prescribed proforma appended at Annexure-II for quoting their lowest rates for the said work.

Secretary



National Institute of Open Schooling(NIOS)

(An Autonomous Institution Under Ministry of Human Resource Development,
Department of School Education & Literacy, Govt of India)

A-24/25, Sector – 62, Noida – 201309 (U.P)

TECHNICAL BID PROFORMA

Short Notice Limited Tender for Supply and Installation of Modular & Loose Furniture NIOS (A-24-25 & A-31 buildings, Sector-62, Noida for Capacity Building Cell and ASHA Project

S. No.	Particulars	Information to be furnished by the Firm
1)	Name of Firm with complete permanent Address Phone/Mobile Number Email IDs	
2)	Registration Number of the Firm (Copy of Registration Certificate should be enclosed)	
3)	Type of Firm (Proprietary/Private/Public/Govt.)	
4)	Has the firm satisfactorily completed similar work costing One work of Rupees Twenty lacs OR Two works of Rupees Fifteen lacs each OR Three works of Rupees Ten lacs each with any Central Government Authorities/Public Sector Undertaking/State Government or Autonomous/Local Bodies during the last Seven years. Similar work mean “ the works of furniture of brand Godrej, BP Ergo(HNI) or Herman Millar”. (The successful completion certificate issued should be enclosed.)	

5)	Has the Firm average turnover of not less than One Crore in the last three Financial Years i.e. 2014-15, 2015-16 & 2016-17. (Copy of Audited Statements <u>OR</u> a Certificate from a Chartered Accountant should be enclosed).	
6)	Has the firm Memorandum of Understanding(MOU) with the Manufacturers/Dealers of brand Godrej, BP Ergo(HNI) or Herman Millar stating that required items under this tender shall be provided by them to the tenderer within the specified time frame. (Copy of MOU should be enclosed)	
7)	GST Registration Number of the firm (Copy should be enclosed)	
8)	PAN Registration Certificate with PAN Card of the firm. (Copy should be enclosed)	
9)	Has the Firm sufficient manpower and resources to carry out such works. If so, please give details in a separate page.	
10).	Details of Earnest Money Deposit(EMD) (Please attach Demand Draft of Rs. 62,000/- (Rupees Sixty two thousand only)	Draft No. Dated Bank Amount: Rs. 62,000/- (Rupees Sixty two thousand only)

ACCEPTANCE OF THE TENDERER

All the clauses of tender document and terms and conditions enumerated in the tender document have been read by me/us and are acceptable to me/us and all the information furnished are true to the best knowledge and belief of mine.

Signature
Authorized Signatory
(With full name designation and stamp)

Place:
Date:

List of documents to be enclosed with the Technical bid:

- (i) Copy of Work Experience Certificate as per eligibility criteria.
- (ii) Annual turnover of last three years with Audited Statements OR a Certificate from a Chartered Accountant.
- (iii) Copy of Memorandum of Understanding (MOU) with the Manufacturers of brand Godrej, BP Ergo(HNI) or Herman Millar.
- (iv) Should have GST Registration Number.
- (v) Should have PAN Registration Number.
- (vi) Bank Draft of Rs. 62,000/- of any Nationalized Bank in favour of Secretary, National Institute of Open Schooling payable at Noida towards Earnest Money Deposit (EMD).



National Institute of Open Schooling(NIOS)

(An Autonomous Institution Under Ministry of Human Resource Development,
Department of School Education & Literacy, Govt of India)

A-24/25, Sector – 62, Noida – 201309 (U.P)

FINANCIAL BID PROFORMA

Short Notice Limited Tender for Supply and Installation of Modular & Loose Furniture for Capacity Building Cell and ASHA Project at NIOS,A-24-25 & A-31 buildings, Sector-62, Noida respectively.

(A) Modular & Loose Furniture for CAPACITY BUILDING CELL at NIOS, A-24-25, Sector-62, Noida

Note: No cutting/erasing using of white fluid is allowed. All the pages of the bid should be signed by the authorized bidder/Firm.

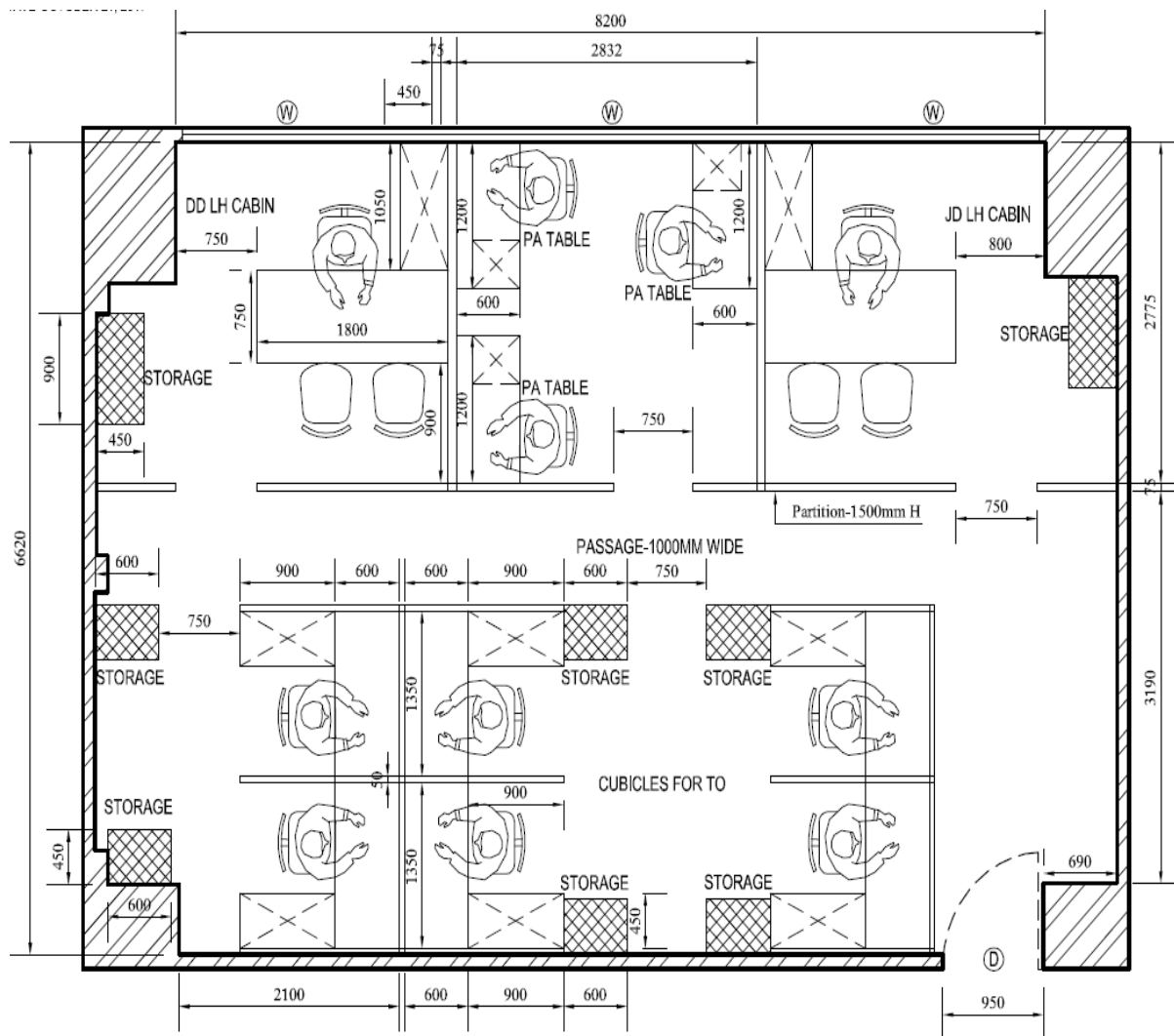
SL.NO.	ITEM DESCRIPTION	QTY	RATE PER ITEM (In Words and In figures)	TOTAL AMOUNT
1	MODULAR WORKSTATION-			
	Providing and Supplying Table of size as specified below with Tile based partition of 50mm thickness of height 1200mm with Lower module of 550mm, Upper of 550mm and skirting height of 100mm including M10x 50mm leveler and have adequate space between two tiles for wire management facilities.The basic framework is made in combination up of CRCA Steel & aluminium with thickness of 1.2-1.3mm. Vertical & Horizontal rail is made up of 1.2mm thick of aluminium extrusions with 12mm curvature. Cover Section (Raceways) is made up of 0.8- 1mm thick CRCA steel. All steel parts shall be epoxy powder coated.The thickness of the powder coating for all the steel and aluminum parts shall be minimum 45microns. Upper Fabric Tiles shall be 3-3.5mm thick MDF Board with Fabric of approved shade wrapped & Lower prelamated Tiles with 9mm thick. Raceway shall be provided at Skirting and Below/Above WorkTop Level.			
	Worktops shall be of 25mm thick prelamated partial board top supported by 18mm thick Prelam understructure & CRCA Steel Powder Coated Brackets with 1.2mm thick PVC (Poly Vinyl Chloride) lipping on all Flat edges. The worktop shall also be supported on 50mm thick & 1200mm high Modular Partition framework through brackets and Profiled Gables as per approved Layout.			

1.1	CUBICLE WORKSTATION C SHAPE-			
	Main Table Size-1350mm(L) x 600mm(D) x 730mm(H) & Side Table-900mm (L) x 450mmmm (D) x 730mm (H). Side Table includes One No. of Low Ht. Prelam Particle Board Combo Storage Unit (Seating 2 Persons With Dividing/Return Partition)	1 no.		
1.2	CUBICLE WORKSTATION + SHAPE-			
	Main Table Size-1350mm(L) x 600mm(D) x 730mm(H) & Side Table-900mm (L) x 450mmmm (D) x 730mm (H). Side Table includes One No. of Low Ht. Prelam Particle Board Combo Storage Unit (Seating 4 Persons With Dividing/Return Partition)	1 no.		
2	PEDESTAL DRAWER UNIT-			
	P/S Three Drawer Prelam Pedestal (2 Box + 1 File) with levelers. The pedestal / drawers unit shall have outer Dimensions of 680 mm Height x 390 mm Width x 450 mm Depth.The pedestals shall have central locking mechanism with D-Shape Metal handles. The drawers and filing box shall be mounted on Roller slides.	5 nos.		
3	KEY BOARD TRAY-			
	P/S Keyboard pull out tray made of 0.8 mm thick CRCA steel duly powder coated, of minimum thickness 45-60 micron, with metallic roller slides(Telscopic channels) on both sides and shall be fixed to the bottom of worktop surface with the help of screws.	11 nos.		
4	CPU TROLLEY-			
	P/S CPU Trolley made of Heavy Duty Plastic, in Black shade, with 35mm dia casters to provide mobility.The width of CPU shall be adjustable.	11 nos.		
5	FREE STANDING KD FITTED TABLE-			
	P/S Free Standing Table with 25mm thick prelaminated partical board top supported by 18mm thick Prelam Particle Board Gable Ends.Gable ends shall be fitted to the Worktop with KD Fittings & M-6 Screws at prefitted inserts below Table Top and shall be provided with 2 Nos. of glide screws for levelling of the workstation.All edges shall be provided with hot pressed 1.2mm thick PVC edging using special hot melt glue at high temperature.One No. of 18mm thick Prelaminated Modesty panel with clearence of 100-150mm from Finished Floor Level is included in the workstation.Table shall have no provision for wire management.			

5.1	DD/JD TABLE-			
	Main Table Size-1800mm(L) x 750mm(D) x 730mm(H) & Side Table-1050mm (L) x 450mmmm (D) x 730mm (H). Side Table includes One No. of Low Ht. Prelam Particle Board Combo Storage Unit.	2 nos.		
5.2	PA TABLE-			
	Main Table Size-1200mm(L) x 600mm(D) x 730mm(H).	3 nos.		
6	LOOSE MODULAR LOW HT PARTITION-			
	P/S Loose Low Ht partition System of height 1500mm.The framework for the partition comprise of Tile based partition of 75mm thick of height 1500mm with skirting height of 100mm Raceway Made of CRCA sheet of 0.8-1mm thick including M10x 50mm leveler and have 50-55mm minimum clear space between two tiles for wire management facilities. The basic framework is made in combination of CRCA Steel & Almunium with thickness of 1.2-1.3mm. Vertical & Horizontal rail is made up of 1.2mm thick of aluminium extrusions. The thickness of the powder coating for all the aluminium/CRCA steel parts shall be minimum 45microns. Lower Module Tile Finish shall be PreLaminate and upper Module shall be Fabric. Laminated Tile- consists of 9mm thick prelam particle board.Fabric Tile: Consists of 3.5-4.0 mm thick medium density fibre board with fabric upholstered of approved shade pasted.	220 sft.		
7	CABINET STORAGE UNIT-			
	P/S Hinged Door Free standing cabinet units of sizes as specified below resting on floor having top, sides, back, & shelves in CRCA powder coated steel with CRCA Steel Powder Coated Facia/Door.The body and Shelves of the cabinets shall be made of 0.8mm CRCA steel. The top of the cabinets shall be made of 1.2mm thick CRCA steel.			
7.1	600mm(L) x 450mm(D) x 1200mm(H)-	6 nos.		
7.2	900mm(L) x 450mm(D) x 1200mm(H)-	2 nos.		
8	CHAIR-			
8.1	Providing and Placing Mid Back Chairs Consisting of PU Arm, Chrome Plated Metal Base,Gas Lift, Synchronilt Mechanism,Seat & Back in Fabric/Mesh Tapestry.	3 nos.		
8.2	Providing and Placing High Back Chairs Consisting of PU Arm, Chrome Plated Metal Base,Gas Lift, Synchronilt Mechanism,Seat & Back in Fabric/Mesh Tapestry of approved shade.	8 nos.		
8.3	Providing and Placing Visitor Chairs Consisting of Wooden Arm, Chrome Plated Pipe Frame Base,Seat & Back in Fabric/Mesh Tapestry of approved shade.	4 nos.		

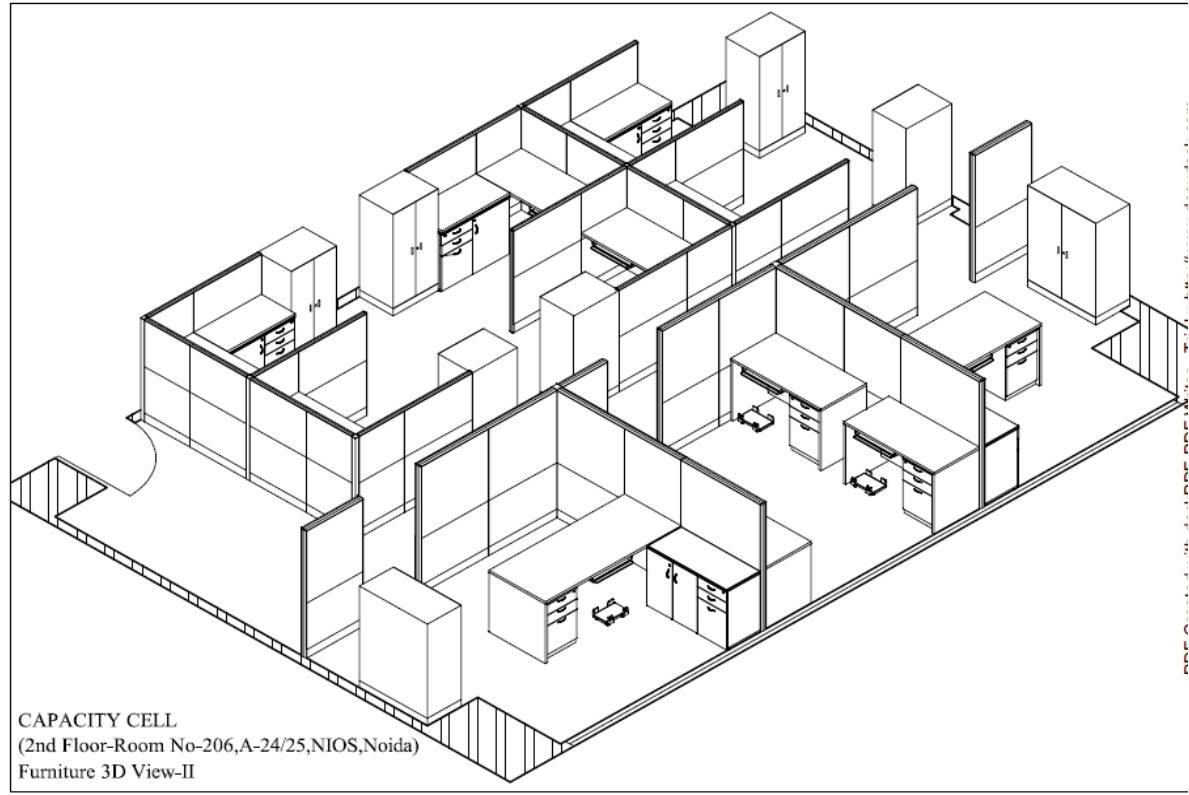
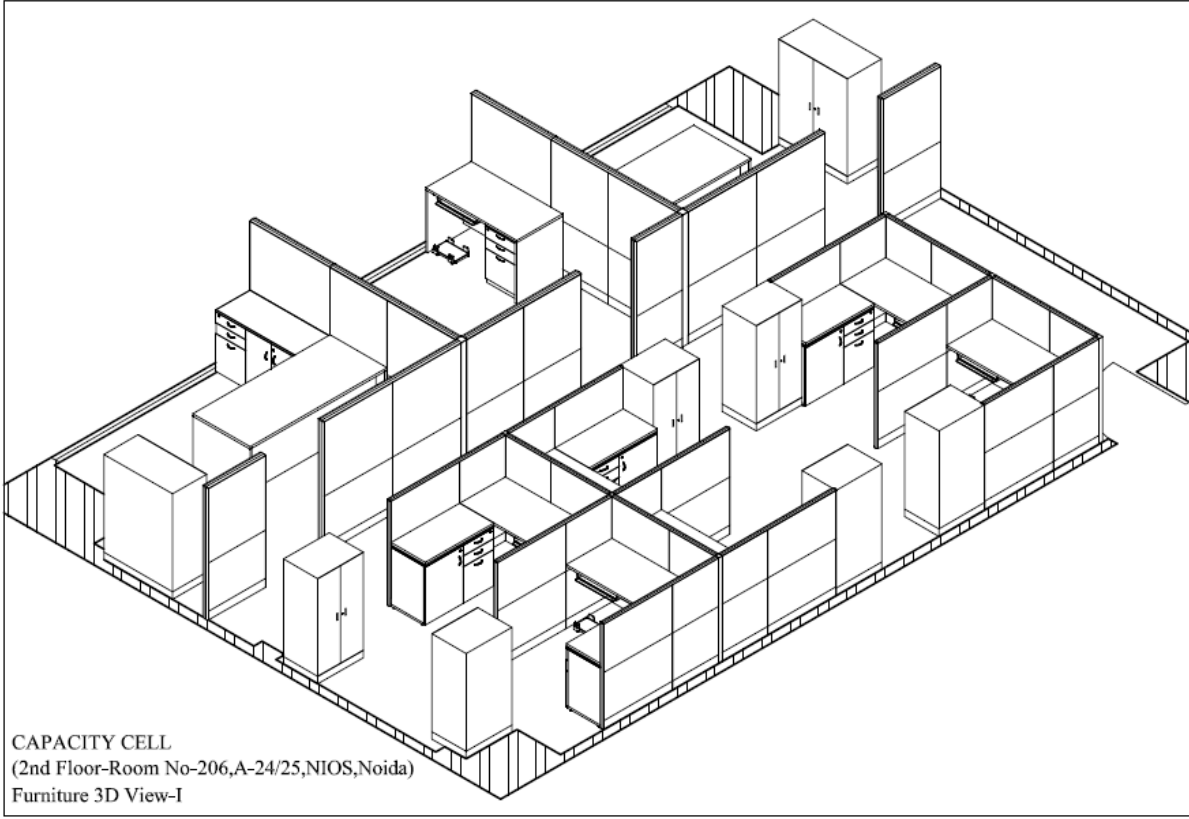
9	CARPET-	10 SQM		
	<p>Providing and laying machine made carpet (1200gm/sqmt.) of Chocolate/Red Shade. The woolen carpet shall be fixed on 8mm thick rubber foam under layer fixed on floor with rubberized adhesive, ends of the carpet shall be secured in position with floor by providing necessary wooden nailed fixed to floor with necessary adhesives, PVC fasteners and steel screws etc. as per locations for carpet flooring and direction of Engineer-in-charge complete.</p>			

FURNITURE LAYOUT PLAN OF CAPACITY BUILDING CELL



Furniture Layout Plan For Proposed "Capacity Building Cell" in Room No-206, 2nd Floor, A-24/25-NIOS, Noida

FURNITURE 3D VIEW OF CAPACITY BUILDING CELL



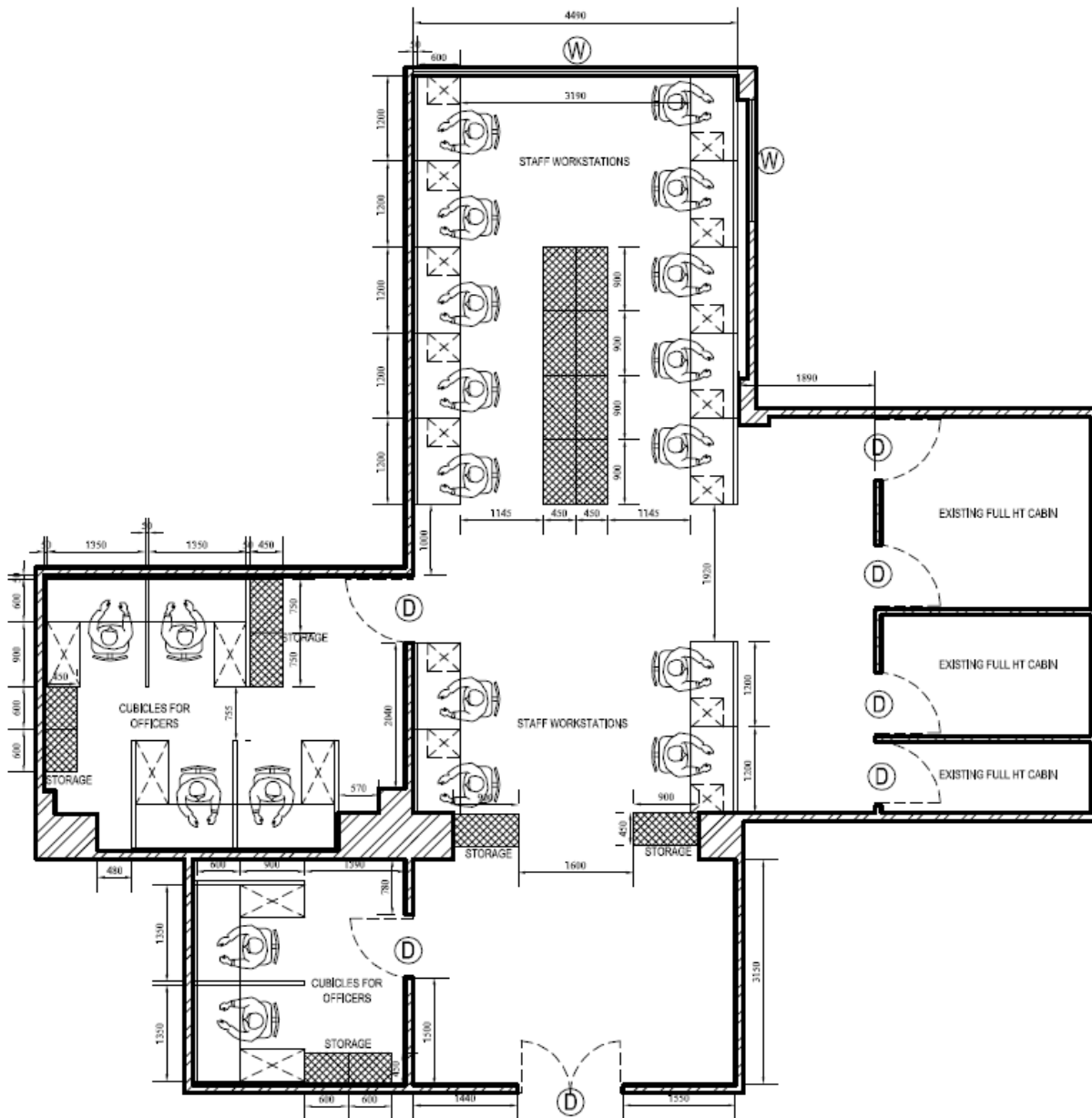
(B) Modular & Loose Furniture for ASHA at NIOS, A-31, Sector-62, Noida

SL.NO.	ITEM DESCRIPTION	QTY	RATE PER ITEM (In Words and In figures)	TOTAL AMOUNT
1	MODULAR WORKSTATION-			
	<p>Providing and Supplying Table of size as specified below with Tile based partition of 50mm thickness of height 1200mm with Lower module of 550mm, Upper of 550mm and skirting height of 100mm including M10x 50mm leveler and have adequate space between two tiles for wire management facilities.The basic framework is made in combination up of CRCA Steel & aluminium with thickness of 1.2-1.3mm. Vertical & Horizontal rail is made up of 1.2mm thick of aluminium extrusions with 12mm curvature. Cover Section (Raceways) is made up of 0.8- 1mm thick CRCA steel. All steel parts shall be epoxy powder coated.The thickness of the powder coating for all the steel and aluminum parts shall be minimum 45microns. Upper Fabric Tiles shall be 3-3.5mm thick MDF Board with Fabric of approved shade wrapped & Lower prelaminated Tiles with 9mm thick. Raceway shall be provided at Skirting and Below/Above WorkTop Level.</p>			
	<p>Worktops shall be of 25mm thick prelaminated partical board top supported by 18mm thick Prelam understructure & CRCA Steel Powder Coated Brackets with 1.2mm thick PVC (Poly Vinyle Chloride) lipping on all Flat edges. The worktop shall also be supported on 50mm thick & 1200mm high Modular Partition framework through brackets and Profiled Gables as per approved Layout.</p>			
1.1	CUBICLE WORKSTATION C SHAPE-			

	Main Table Size-1350mm(L) x 600mm(D) x 730mm(H) & Side Table-900mm (L) x 450mm (D) x 730mm (H). Side Table includes One No. of Low Ht. Prelam Particle Board Combo Storage Unit (Seating 2 Persons With Dividing/Return Partition)	3 nos.		
1.2	LINEAR WORKSTATION -STRAIGHT-			
	Size-1200mm (L) x 600mm (D) x 730mm (H) (Seating 1 Persons)	14 nos.		
2	PEDESTAL DRAWER UNIT-			
	P/S Three Drawer Prelam Pedestal (2 Box + 1 File) with levelers. The pedestal / drawers unit shall have outer Dimensions of 680 mm Height x 390 mm Width x 450 mm Depth.The pedestals shall have central locking mechanism with D-Shape Metal handles. The drawers and filing box shall be mounted on Roller slides.	14 nos.		
3	KEY BOARD TRAY-			
	P/S Keyboard pull out tray made of 0.8 mm thick CRCA steel duly powder coated, of minimum thickness 45-60 micron, with metallic roller slides(Telscopic channels) on both sides and shall be fixed to the bottom of worktop surface with the help of screws.	20 nos.		
4	CPU TROLLEY-			
	P/S CPU Trolley made of Heavy Duty Plastic, in Black shade, with 35mm dia casters to provide mobility.The width of CPU shall be adjustable.	20 nos.		
5	CABINET STORAGE UNIT-			
5.1	600mm(L) x 450mm(D) x 1200mm(H)-	4 nos.		
5.2	750mm(L) x 450mm(D) x 1200mm(H)-	2 nos.		
5.3	900mm(L) x 450mm(D) x 1200mm(H)-	10 nos.		
6	CHAIR-			
6.1	Providing and Placing Mid Back Chairs Consisting of PU Arm, Chrome Plated Metal Base,Gas Lift,	14 nos.		

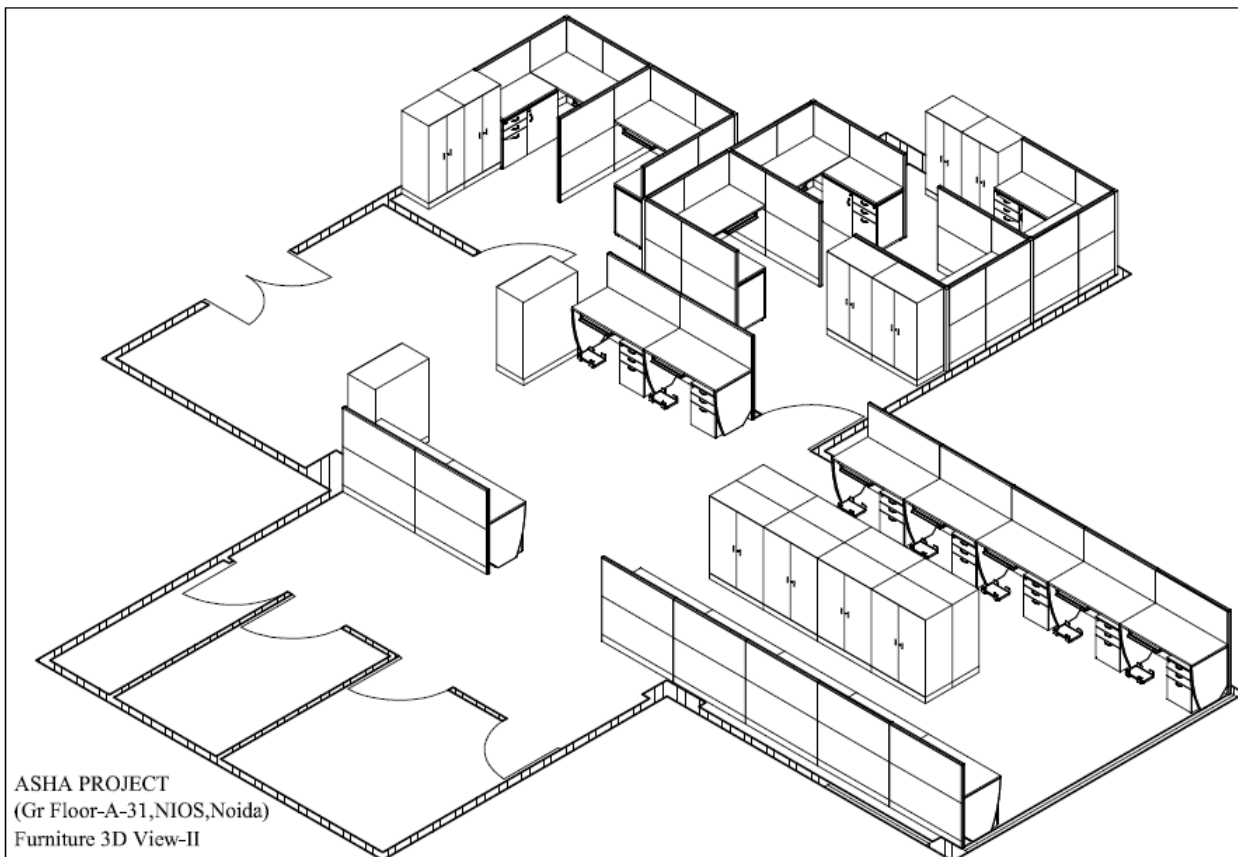
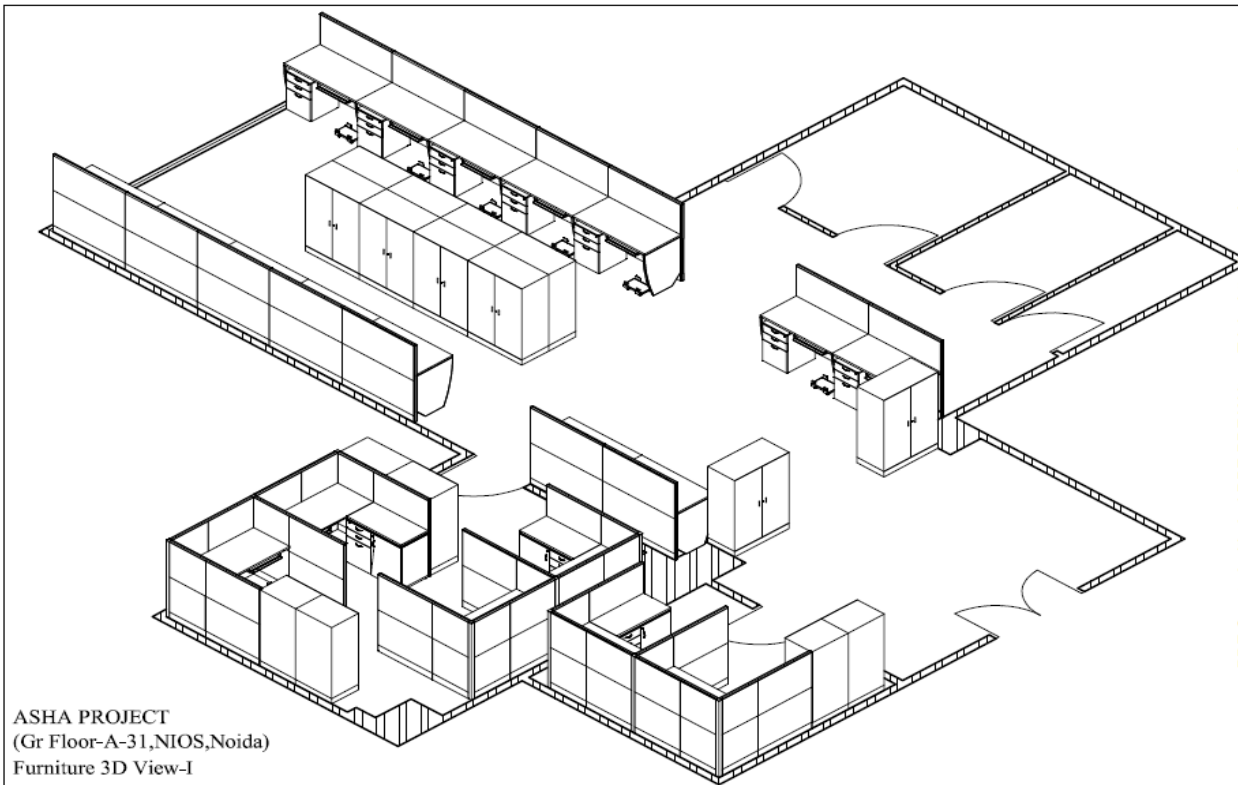
	Synchrotilt Mechanism,Seat in Fabric Tapestry with Back in Fabric/Mesh of approved shade.			
6.2	Providing and Placing High Back Chairs Consisting of PU Arm, Chrome Plated Metal Base,Gas Lift, Synchrotilt Mechanism,Seat in Fabric Tapestry with Back in Fabric/Mesh of approved shade.	6 nos.		

FURNITURE LAYOUT PLAN OF ASHA PROJECT



Furniture Layout Plan In Existing Bank Space for "ASHA Project".at Gr Floor, A-31-NIOS, Noida

FURNITURE 3D VIEW OF ASHA PROJECT



ACCEPTANCE OF THE TENDERER

All the clauses of tender document and terms and conditions enumerated in the tender document have been read by me/us and are acceptable to me/us.

Place:
Date:
Rg

Signature
Authorized Signatory
(With fill name designation and stamp)