



राष्ट्रीय वनस्पति स्वास्थ्य प्रबंधन संस्थान
National Institute of Plant Health Management
Department of Agriculture & Cooperation
Ministry of Agriculture & Farmers Welfare
Government of India



Telephone: 9140-24015374
E-mail: niphm@nic .in
Tele-Fax: 9140-24015346

Rajendra Nagar,
Hyderabad – 500 030
<http://niphm.gov.in>

No. 4(2)/Furniture/NIPHM/NFB/2016-17/14

Date:04.07.2016

To

Sir/Madam,

**(The tender document is also being uploaded on the NIPHM website <http://niphm.gov.in> & www.eprocure.gov.in and the other prospective bidders can make use of the document down loaded from the website)*

Sub: Limited Tender for Procurement of "**Furniture (Laboratory Tables and Chairs)**" - Reg.

* * *

National Institute of Plant Health Management (NIPHM) invites '**Sealed Bids**' under '**Two Cover System**' from the reputed manufacturers/distributors/authorized dealer/agents for supply of "**Furniture (Laboratory Tables and Chairs)**". Detailed terms and conditions and list of items required may be downloaded from the NIPHM website <http://niphm.gov.in> & www.eprocure.gov.in

The schedule of receipt and opening of quotations is as under:-

Last date and time for receipt of bids	::	15:00 hrs on 25.07.2016
Date & Time for opening of bids	::	16:00 hrs on 25.07.2016

Registrar I/c



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निविदा दस्तावेज

फर्नीचर (प्रयोगशाला मेज और कुर्सियों)

का प्रापण

**TENDER DOCUMENT FOR
PROCUREMENT OF
FURNITURE
(LABORATORY TABLES & CHAIRS)**

Note:

1. The bidders are requested to sign on all the pages.
2. This tender document can be downloaded from website <http://niphm.gov.in> & www.eprocure.gov.in
3. The tender document is to be put in a cover which should also be sealed & superscribed "Tender for procurement of 'Furniture (Laboratory Tables and Chairs)'"

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1. निविदा की उद्देशिका

PREAMBLE OF TENDER:

राष्ट्रीय वनस्पति स्वास्थ्य प्रबंधन संस्थान कृषि मंत्रालय, भारत सरकार के अन्तर्गत एक स्वायत्त निकाय है, जो पर्यावरणीय सतत् पादप स्वास्थ्य प्रबंधन प्रणाली को विविध रूप एवं बदलते हुए कृषि-जलवायु परिस्थितियों में बढ़ावा देने के लिए प्रतिबद्ध है तथा केन्द्रीय एवं राज्य सरकार को पादप स्वास्थ्य प्रबंधन, सफाई एवं पादपस्वच्छता जैसी मुद्दों एवं उभरती हुई जैवसुरक्षा चुनौतियों से निपटने के लिए नीति समर्थन प्रदान करता है।

National Institute of Plant Health Management, an autonomous Institute under Ministry of Agriculture, Govt. of India is mandated to promote environmentally sustainable Plant Health Management Practices in diverse and changing agro-climatic conditions and provide policy support to Central and State Government on Plant Health Management, Sanitary and Phyto-sanitary issues and emerging bio-security challenges.

एनआईपीएचएम 'दो कवर सिस्टम' के तहत संलग्नक-II के साथ यथा संलग्नित फर्नीचर (मेज और कुर्सियों प्रयोगशाला) की आपूर्ति हेतु 'ख्यात विनिर्माताओं/वितरकों/प्राधिकृत डीलरों/एजेंटों से 'मोहरबंद बोली' आमंत्रित करता है।

NIPHM invites 'Sealed Bids' under 'two cover system' from the reputed manufacturers/distributors/authorized dealer/agents for supply of 'Furniture' as enclosed at Annexure-II.

2. CHECK LIST

BIDDER TO FILL IN THE CHECK LIST GIVEN BELOW

(State YES/NO for each item)

Sl. No.	Details	YES/NO
1.	Whether the Technical Bid (envelope A) and Price Bid (envelop B) are submitted in separate covers and both the covers enclosed in a common envelop.	
2.	Whether Technical Bid (Envelope A) contains:	
	a) Earnest Money Deposit (EMD) amount,	
	b) Pre-Qualification details as laid down in the Tender under Eligibility Criteria.	
	c) Technical Bid in the original Tender document and other supportive documents including leaflets/pamphlets.	
	d) Filled up and signed bidder profile – Part A viz., Annexure I	
	e) Technical specification statement –Annexure - II	
	f) Letter of Authorization for signing the Tender document viz., Annexure IV& Under taking as per Annexure V	
	g) Audited Annual reports	
3.	Whether Envelope-B contains: Filled up and signed Price Bid documents, Annexure III.	

NOTE: Please ensure all the relevant boxes are marked YES/NO against each column.

IMPORTANT NOTE: Tenderers must ensure that all the required documents indicated in the Tender documents are submitted without fail. Tenders received without supporting documents for the various requirements mentioned in the tender document are liable to be rejected at the initial stage itself.

3. SALIENT FEATURES OF THE TENDER

Tender for Supply of ‘Furniture (Laboratory Tables and Chairs)’		
1	Tender inviting Authority, Designation and Address	The Registrar, National Institute of Plant Health Management, Rajendranagar HYDERABAD – 500 030, Telangana Phone No. 24015346/043/374 Telefax No. 24015346 Email : niphm@nic.in ; registrarniphm@nic.in Website : http://niphm.gov.in
2	a) Name of the Work	Supply of ‘Furniture (Laboratory Tables and Chairs)’
	b) Tender reference	No. 4(2)/Furniture/NIPHM/NFB/2016-17/14
	c) Place of contract	NIPHM, Rajendranagar, Hyderabad – 500 030, Telangana
	d) Contract Period/validity period of Bids	Bid prices shall remain valid for the period of 90 days after the last date for bid submission. However, the purchaser reserves the right to seek consent for an extension of the period of validity. A bid valid for a shorter period shall be rejected by the Purchaser as non-responsive. And the Purchaser reserves the right to increase/decrease the quantity of goods, originally specified in the Schedule of Requirements.
3	Availability of Tender documents	Tender documents can be downloaded from http://niphm.gov.in & www.eprocure.gov.in at free of cost.
4	Earnest Money Deposit(EMD)	The Earnest Money shall be Rs. 3,400/- (Three Thousand and Four Hundred Only) The demand draft from a Nationalised bank/Scheduled Bank should be drawn in favour of ‘ NATIONAL INSTITUTE OF PLANT HEALTH MANAGEMENT ’ payable at Hyderabad-500 030 or it can be in the form of a Fixed Deposit Receipt or Bankers Cheque or Irrevocable Bank Guarantee from any of the Nationalised bank/Scheduled Bank in an acceptable form.
5	Due Date, Time and Place of Submission of Tender	Up to 15.00 hrs on 25.07.2016 at the address mentioned in (1)
6	Date, Time and Place of Opening of Bidder’s Profile-A	On 25.07.2016 at 16.00 hrs at the address mentioned in (1)

4. GENERAL INSTRUCTIONS :

4.1 The Tenderers are requested to examine the instructions, terms & conditions and specifications given in the Tender. Failure to furnish requisite information in all respects may result in rejection of the bid. **Tenders received after due date and time shall be rejected.**

4.2 Clarifications in the Tender

- a) A prospective Tenderer requiring any clarification regarding the Tender may address the Tender Inviting Authority by letter or by Fax upto 6 days prior to the last date. NIPHM will respond in writing to any request for clarification in the Tender.
- b) The responses to the clarifications will also be notified on NIPHM’s website <http://niphm.gov.in>

(please sign on each page)

4.3 Amendments to the Tender

- a) NIPHM may amend the Tender Conditions up to 5 days prior to the time fixed for receipt of the Tender.
- b) Amendment to the tender, in response to clarifications sought by prospective Tenderers, is solely at the discretion of NIPHM. Such amendments will be notified on NIPHM's website.
- c) NIPHM, at its discretion, may or may not extend the due date and time for the submission of bids on account of amendments. Extension of time will be notified on NIPHM's website.
- d) All the Tenderers are advised to periodically browse NIPHM website <http://niphm.gov.in> for any amendments or corrigenda issued in connection with this Tender. NIPHM will not be responsible for any misinterpretation of the provisions of this tender document on account of the Tenderers' failure to update the bid documents based on changes announced through the website.

4.4 The tender should be addressed to

The Registrar,
National Institute of Plant Health Management,
Rajendranagar, **HYDERABAD – 500 030, Telangana**
Phone No. 24015346/043/374 Tele Fax No. 24015346
Email : niphm@nic.in ; registrarniphm@nic.in ;
Website : <http://niphm.gov.in>

- 4.5 Any offer made in response to this tender when accepted by NIPHM will constitute a contract between the parties.
- 4.6 The supplier shall not be entitled to any increase in the rates
- 4.7 The agency shall not transfer or assign sub-contract to any other party.
- 4.8 **Corrections**, if any, must be **attested**. All amounts shall be indicated both in words as well as in figures. Where there is difference between the amount quoted in words and figures, amount quoted in words shall prevail.
- 4.9 The Price should be quoted only in Indian Rupees.
- 4.10 **Corrupt or Fraudulent Practices:** Bidders should observe the highest standard of ethics during the procurement and execution of such contracts.

“Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of public official in the procurement process or in contract execution, and

“Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition.

NIPHM will reject a proposal for award if it is found that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

5 पात्रतामानदंड/ ELIGIBILITY CRITERIA:

The Bidders should meet the following Eligibility Criteria for quoting the tender and the proof for the Eligibility should be provided in the Technical Bid.

Sl. No	Minimum Eligibility Criteria	Proof to be submitted for fulfilling the Eligibility
1	बोली लगाने वाला मद का विनिर्माता या प्राधिकृत डीलर/एजेंट होगा। The Bidder shall be a manufacturer of the items or an Authorized Dealer/Agent	कंपनी या डीलर का पंजीकरण प्रमाणपत्र/एजेंट प्रमाणपत्र Registration Certificate of the Company or Dealer/Agent Certificate
2	कंपनी/प्रतिष्ठान को ऐसे तरह की मदों की व्यवसाय/आपूर्ति करने से संबंधित दिनांक 31.03.2016 तक कम से कम 03 वर्षों का अनुभव होना चाहिए। The firm should have at least 3 year experience in dealing/supplying such items as on 31.03.2016.	ऐसे दस्तावेज (कार्य आदेश) प्रमाणित करता हो, कि कंपनी/प्रतिष्ठान के पास इस तरह की मदों की आपूर्ति करने से संबंधित 03 वर्षों का अनुभव है। Documents (work orders) to prove that the company / firm has supplied such items in their business for 3 years.
3	पिछले 03 वर्षों के दौरान कम से कम 01 वर्ष के लिए मार्च 2015 तक सकल वार्षिक टर्नओवर रु. 25 लाख का होना चाहिए। The gross annual turnover should be of Rs. 25.00 lakhs at least for one year during last three years ended March, 2016 एनआईपीएचएम/डीजीएस एवं डी/ क्रीडा-आईसीएआर / एनएसआईसी इकाईयों के साथ पंजीकृत आपूर्तिकर्ताओं के लिए टर्नओवर लागू नहीं है। Turnover is not applicable to registered suppliers with NIPHM / DGS&D / CRIDA-ICAR / NSIC Units	विधिवत तौर पर हस्ताक्षरित वार्षिक लेखा की प्रति/सन्द लेखाकार द्वारा प्रमाणित Copy of Annual Accounts duly signed / certified by the Chartered accountant.
4	कंपनी का आयकर निर्धारण कम से कम पिछले 03 वर्षों की अवधि का होना चाहिए। (मार्च 2015 तक) The firm should be income tax assessee at least for a period of three years upto March, 2016.	आयकर विवरणी की पावती की प्रतियां स्व अनुप्रमाणित एवं कंपनी का पैन कार्ड संलग्न होना चाहिए। Self attested copies of the acknowledgments of Income tax returns or PAN Card of the firm should be enclosed.
5	कंपनी/प्रतिष्ठान वैट के तहत पंजीकृत होना चाहिए। The firm should be registered under VAT.	प्रमाणपत्रों की स्व अनुप्रमाणित प्रतियां Self attested copy of the certificate.
6	यदि कोई बोली लगाने वाला विभिन्न मदों के लिए एक या अधिक विनिर्माता की ओर से बोली लगाता है, तो उसे उन विनिर्माताओं के प्राधिकृत डीलर/एजेंट होना चाहिए। In case a bidder bids on behalf of more than one Manufacturer for different items, he should be an Authorized Dealer/Agent for those manufacturers.	प्रत्येक विनिर्माता से डीलरशिप/एजेंट प्रमाणपत्र Dealership/Agent Certificate from each manufacturer.
7	बयाना जमा राशि Earnest Money Deposit	Rs. 3,400/- (Rupees three thousand and four hundred only). The demand draft from a Nationalized bank/Scheduled Bank should be drawn in favour of "NATIONAL INSTITUTE OF PLANT HEALTH MANAGEMENT", payable at Hyderabad-500 030 or it can be in the form of a FDR or Bankers Cheque or Irrevocable Bank Guarantee from any of the Nationalized bank/Scheduled Bank in an acceptable form.

6 SCOPE OF THE WORK:-

1. To supply quality products which substantially match the specifications laid down by NIPHM. The specifications of items offered shall be mentioned in the comparative statement vide Annexure – II.
2. The Bidder should provide Warranty for a minimum **period of 3 (three) years** for products quoted. For defects noticed during the Warranty period, replacement/rectification should be arranged **free of cost within a month.**
3. The items to be supplied should be of standard quality.
4. Director General, NIPHM reserves the right to reject any or all the quotations received without assigning any reason whatsoever.

6.1 Terms of Supply:

The firm should supply the items **within 15 days** from the date of purchase order.

6.2 Price Bid Validity:

Bids shall remain valid for a period of 90 days after the last date for bid submission. However, the purchaser reserves the right to seek consent for an extension of the period of validity.

6.3 RATES AND PRICES

- a. Bidders should quote the rates in the format given in Price Bid - Annexure – III. Incomplete bids will summarily be rejected. All corrections and alterations in the entries of tender papers will be signed in full by the Bidder with date. No erasing or over writings are permissible. Price quoted shall be firm and final.
- b. **Prices quoted should be for FREE DELIVERY and INSTALLATION at NIPHM, Hyderabad-500 030.**
- c. The percentage of sales tax/VAT/TOT, surcharge, if applicable and other levies legally leviable and intended to be claimed should be clearly indicated in the tender. Where this is not done, no claim on these accounts would be admissible later. This Institute will not provide “C” form, hence quote for the taxes actually leviable.

7. TENDER COST AND EMD

7.1. Cost of Tender Document:

- a) The Tender document can be downloaded from NIPHM website at free of cost.

7.2. EMD amount and Mode of Submission:

An account payee demand draft or irrevocable Bank guarantee or fixed deposit receipt or Banker's Cheque from any commercial bank for Rs. 3,000/- drawn in favour of “NATIONAL INSTITUTE OF PLANT HEALTH MANAGEMENT”, payable at Hyderabad should be submitted along with technical bid.

- a) “The EMD amount of the unsuccessful Tenderers will be returned after the acceptance of the successful Tenders within a reasonable time.

- b) The EMD amount held by NIPHM till it is returned to the unsuccessful Tenderers will not earn any interest thereof.
- c) The EMD amount of Successful Tenderers will be adjusted as part of the Performance Security (PS) due for successful execution of the contract.

Tenders **without** EMD amount will be **rejected** by NIPHM as non-responsive. If the tenderer is exempted from submission of EMD, he should enclose the copy of the supporting document / certificate issued by Government along with the Tender.

- d) If a Tenderer withdraws the tender during the period of tender validity specified in the tender (or) in the case of the Successful Tenderers, if the Tenderer fails to sign the contract or to remit Performance Security, the EMD amount shall be forfeited to the NIPHM.

7.3. Cost of Bidding

The Tenderer shall bear all costs associated with the preparation and submission of tender and the buyer will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the tendering process.

8. SUBMISSION OF TENDER:-

Submission of Tender: Two-cover system will be followed:

8.1 General Instructions:

- a) The Tender proposes two stage tender systems viz. **(1) Technical Bid** and **(2) Price Bid**.
- b) The bids should be submitted in two envelopes viz.
 - Envelope-A:** Bidder Profile / PART – A (Annexure I)
 - Envelope-B:** Price Bid/Price Bids / PART – B (Annexure III)
- c) Both the covers must be sealed separately and super scribed with Tender number, due date and Name of the Envelope on the respective covers. These two covers should be enclosed in a separate cover and addressed to the Inviting Authority i.e., Registrar, NIPHM, Rajendranagar, Hyderabad – 500 030.

8.2 Details to be furnished in the Envelope-A Technical Bid:

- a) Crossed Demand Draft from a Nationalised Bank/Scheduled Bank or Irrevocable Bank guarantee or Fixed Deposit or Banker's Cheque towards EMD.
- b) Profile of the Company – stating whether the firm is partnership/registered under the Companies Act along with its necessary enclosures –Annexure I
- c) Technical specification statement – Annexure II.
- d) Authorization letter and undertaking (as per Annexures IV and Annexure V) from the Competent Authority of the Company to sign this Tender document. Documents received without such authorization will not be considered for further processing. This is not applicable if the proprietor signs himself as competent authority.

- e) The Tenderers should furnish the location with addresses and license details of the firm.
- f) The Tenderers shall furnish as part of the bid, documents establishing the Tenderers eligibility to bid and its qualifications to perform the Contract if their tender is accepted.

The documentary evidence of the Tenderer's qualifications shall be established to the satisfaction of NIPHM. However, the decision of Director General, NIPHM will be final in this regard.

8.3 Signing of Bids

Individual signing the tender or other documents connected with contract must specify whether he signs as:

- i) A “Sole proprietor” of the concern or constituted attorney of such sole proprietor;*
 - ii) A partner of the firm, if it is a partnership firm in which case he must have authority to execute on behalf of the firm.*
 - iii) Director or a Principal Officer duly authorized by the Board of Directors of the Company, if it is a Company.*
- a) The bids shall be typed or written in indelible ink and shall be signed by the Tenderer or a person or persons duly authorized to bind the Tenderer to the Contract. **Tenderers are requested to sign each and every page of the tender document including Annexure(s) attached thereto.**
 - b) Any alterations, erasures shall be treated valid only if they are authenticated by full signature by the person or persons authorized to sign the bid. Tender documents should be free from over writing.

8.4 Details to be furnished in the Envelope-B i.e., Price Bid

Prices must be quoted only in the Price Bid Form (Please see the “**PART-B- PRICE BID – ANNEXURE III**”).

8.5 Mode of Submission:

- a) Both the Envelopes viz. Envelope-A and Envelope-B must be put in a single cover, sealed and must be super scribed “Tender for supply of Furniture (Laboratory Tables and Chairs). It shall be addressed to The Registrar, National Institute of Plant Health Management, Rajendranagar, Hyderabad – 500 030. Telangana.
- b) The Tender may be dropped in the Tender box kept at NIPHM office.
- c) Alternatively, the Tenders must reach NIPHM on or before the due date and time by registered post/courier. NIPHM will not be liable or responsible for Postal/Courier delay, if any.
- d) The Tenders received after Due Date and Time or Unsealed or incomplete shape or Tenders submitted by Facsimiles (FAX) or by Electronic mail will be summarily **rejected**.
- e) A Tender once submitted shall not be permitted to be altered or amended.

8.6 Service of Notice:

Any notice hereunder may be served on the Successful Tenderer by Registered Post at his last known address. Proof of issue of any such notice should be conclusive of the Successful Tenderer having been duly informed.

9 OPENING OF TENDERS

9.1 Tender Opening:

- a) Tenders will be opened at the prescribed date and time in the presence of Tenderers or their representatives who choose to be present. The representatives of Tenderers must bring the authorization letter from the bidding companies for attending the Tender opening. Not more than two representatives for each Tenderer would be allowed to take part during the bid opening process.
- b) **Envelope-A** Containing Technical Bid would be opened first. Eligibility Criteria such as payment of EMD in the prescribed manner and compliance with pre-qualification conditions will be checked. The supporting documents would be cross checked wherever required.
- c) Only the Technical Bid will be opened on the due date.
- d) The date, time and venue of opening the Price Bid will be intimated separately. The price bids will be opened at the appointed time in the presence of bidders who choose to be present.
- e) Tenders non compliant with any of the tender terms will **not** be considered for the next stage i.e. for opening of the Price Bid.

10 TENDER EVALUATION CRITERIA:

The evaluation of Tenders will be done by NIPHM as detailed below:

10.1 Technical Bid evaluation:

Tenderers will be eligible for further processing only if they fulfill the following criteria

- a) Payment of EMD in the prescribed manner
- b) Compliance with the eligibility Criteria.
- c) Compliance with Technical and capacity requirements.
- d) The literature/pamphlets with specifications of the equipment quoted should be supplied along with the technical bid.
- e) A table comparing the NIPHM specification and with that of the firm's specification and remarks as per the enclosed annexure-II.

NIPHM will prepare a list of Tenderers whose bids are substantially responsive with the technical and capacity requirements as given in Tender form. The Tenderers who do not match eligibility criteria or which do not conform to the Technical Specifications shall be rejected. The Eligible Tenderers alone will be considered for further evaluation.

10.2 PRICE BID EVALUATION:

Opening of Envelope-B Price Bid:

Tenderers who are qualified in Technical Bid (Envelope-A) only will be eligible for Price Bid opening. The technically qualified Tenderers alone will be informed about the date and time of

opening of the Price Bid and their Price Bids alone will be opened on the due date and time in the presence of the Tenderers or their authorized representatives who choose to be present. The contract will be entrusted to the Tenderer, whose bid has been determined as L1. L1 will be arrived after considering basis price, taxes and other charges, if any. In case the L1 agency who has been awarded the tender fails to execute the contract, NIPHM will have the right to choose L2 and shall recover the excess cost from L1 as penalty for backing out after award of contract. NIPHM further reserves the right to take legal action to get such firms black listed.

If the lowest tender, fails to execute the contract, the bid security (EMD) and /or performance security (Performance Security) of defaulting L1 bidder stands forfeited to NIPHM, besides facing prospects of being black listed and liable to pay additional cost, if any, incurred by NIPHM on account forfeiting of L1 tender to fulfil the terms and conditions as per the tender.

11 ACCEPTANCE OF TENDER

- a) The final acceptance of the Tender is entirely vested with NIPHM which reserves the right to accept or reject any or all of the Tenders in full or in part.
- b) After acceptance of the Tender by NIPHM, the Tenderer shall have no right to withdraw his Tender and **Prices payable to the Supplier as stated in the Contract shall be firm and not subject to any adjustment during performance of the Contract.**
- c) The Tender accepting authority may also reject all the Tenders for reasons such as changes in the scope of work, lack of anticipated financial resources, court orders, accidents or calamities and other unforeseen circumstances.
- d) After acceptance of the Tender, NIPHM would issue Letter of Acceptance (LOA)/award the purchase order only to the Successful Tenderer. NIPHM also reserve the right to issue Purchase Orders to more than one Tenderer. The letter of acceptance will include the details along with terms and conditions of the tender.

12 REJECTION OF TENDER:

NIPHM also reserves the right to reject/cancel the tender without assigning any reason thereof.

13 PAYMENT OF SECURITY DEPOSIT (SD):

- a. The Successful firm(s) shall require to deposit 10% of the order value as Security deposit/Performance Security either by means of demand draft or irrevocable Bank Guarantee obtained from any nationalized/Scheduled banks in favour of National Institute of Plant Health Management (NIPHM), Hyderabad which should be valid beyond 60 days from the date of completion of all contractual obligations of the supplier including warranty obligation. The security deposit will be released/discharged after 60 days of completion all contractual obligations of the supplier including warranty obligation.

14 PENALTY CLAUSE:

If the firm fails to deliver the goods within the stipulated delivery period as mentioned in the purchase order (or) fails to comply with any of the terms of condition of purchase order, penalty of 2% per day of value of order (or) 2% of the value of order shall be imposed/levied as liquidated damages/penalty respectively.

15 TERMS OF PAYMENT:

Payment will be released within 15 days after supply of the items and issue of final certificate by the officer to that effect.

The Supplier/firm should submit the invoice in triplicate. The invoice should contain the Sales tax/VAT/TOT registration number and there should not be any overwriting /cuttings / corrections. An advance stamped receipt should be enclosed along with invoice.

16 Bidder's Profile- PART-A:-

SUPPLY OF FURNITURE (LABORATORY TABLES AND CHAIRS):

1	THE FIRM a) Name b) Regd. Address c) Address for correspondence d) <u>Contact Person's</u> i) Name & Designation ii) Address iii) Tel. No. Landline & mobile iv) Email ID	
2	Type of Firm	Sole Proprietor/Private Ltd. / Partnership / Co-operative / Public Co. (Pl. tick and enclose copy of Memorandum/Articles of Association/ Certificates of Incorporation)
3	Please mention PAN/GIR NO. & date & year of Registration.(please enclose photocopy)	
4	Sales Tax/VAT registration No. (please enclose photocopy)	
5	The annual gross turnover during last three years. (Please enclose copies of ITR/Audited balance sheet and P&L account etc.)	
6	Technical specifications supported by printed literature of the manufacturer, giving all the details of conformity and non conformity if any. Additional features if any with support. *	
7	The firm should be income tax assessee at least for a period of three years (Income Tax returns to be enclosed).	
8	Experience as on 31.03.2016	
9	Earnest Money Deposit details	The Banker Cheque/FD/BG, DD NO. Dt. Amount Rs. 3400/- drawn on NIPHM, HYDERABAD.

* Detailed information in the form of printed brochures, catalogue, forms and formats and certificates be annexed.

प्राधिकृत अधोहस्ताक्षरी के हस्ताक्षर/Signature of authorised signatory

नाम/Name : _____

पदनाम/Designation _____

मोहर/Seal :

17 तकनीकी विनिर्देशन | Technical specifications:

S.No.	Item Description with Specifications	*Quantity	Model/Make Offered	Compliance (Yes/No)
1.	<p>Tables Specifications:</p> <p>a). All the table tops should be constructed with 18MM thick well-polished high quality black Granite.</p> <p>b). Material construction should be 20 gauge electro galvanised sheet with epoxy polyester powder coating.</p> <p>c). Under bench modular: should consist of alternate modular with top drawer and bottom cupboard-bottom cup board will have one inner horizontal partition. All the drawers should be provided with locking arrangements.</p> <p>d). Keyboard trays with good quality sliders should be provided on each table as shown against each in the table.</p> <p>e). Ivory colour may be used for all the tables.</p> <p><u>Name of the equipment& Dimensions of the tables:</u></p> <p>1. Microwave Digester: 1200L x 750 x 800 H mm (No. Of Keyboards: 01 No. To be provided)</p> <p>2. GLC with FID & HPLC: 1050L x 600W x 800H mm (No. Of Keyboards: 01 No. for each table)</p>	01 No. 06 Nos.		
2.	<p><u>Laboratory Chairs (Revolving):</u></p> <p>Specifications:</p> <p>a. Chairs with good quality lumbar cushion and with half back rest.</p> <p>b. Must have been designed to distribute the body weight evenly and suit for long working hours.</p> <p>c. Must be provided with fibre castor wheels of good quality proportionate to the total weight bearing.</p> <p>d. Should have seat height adjustment facility</p> <p>e. Should have adjustable foot rest wheel.</p> <p>f. Frame should be made of S.S</p>	10 Nos.		

Note: The above quantity is tentative and may decrease or increase as per requirement.

The Bidder should submit along with their quotation, details of similar supply made to Training/Scientific/Technical Institutions of Govt./PSU/SAU/Pvt. Firms in India and the reference to that effect may be clearly mentioned and copies enclosed. Catalogue /literature of the equipment/furniture quoted should be provided along with the quotation.

18 कीमत बोली/ PRICE BID – PART-B

Name of the item: Furniture (Laboratory Tables and Chairs)
(As per specifications mentioned at Annexure-II)

S.No.	Name of the Items	*Quantity	Make/ Model offered	Unit Price (Rs.)	Sales tax/VAT	Total Amount (Incl. Taxes)
1	Tables for Microwave Digester	01 No.				
2	Table for GLC with FID & HPLC	06 Nos.				
3	Laboratory Chairs (Revolving)	10 Nos.				

(* The exact quantity proposed for procurement is under review and the quantity may vary downward or upwards as per office requirement at the time of purchase.)

- Note:**
1. Items should be supplied at NIPHM.
 2. Sales tax/VAT should be indicated clearly.
 3. Prices should be quoted only in Indian rupees.
 4. Make, Grade (wherever applicable)
 5. The quantity of items may increase or decrease at the time of award of purchase order depending on the actual need/requirement of NIPHM to an extent of $\pm 50\%$.

We are herewith undertaking that the details provided above are true and to abide by the terms and conditions contained in the bid document of NIPHM.

प्राधिकृत पदाधिकारी का हस्ताक्षर
Signature of authorised official
(मोहर एवं स्टॉप सहित/
With seal and stamp)

नाम/ Name:

पदनाम/Designation:

19 प्राधिकार पत्र हेतु प्रपत्र/ FORMAT FOR AUTHORISATION LETTER

सेवा में/To,

रजिस्ट्रार/ The Registrar,
राष्ट्रीय वनस्पति स्वास्थ्य प्रबंधन संस्थान
National Institute of Plant Health Management,
राजेन्द्रनगर/ Rajendranagar,
हैदराबाद/Hyderabad-500 030.
आंध्रप्रदेश/Andhra Pradesh,

महोदय/Sir,

हम एतद्वारा ----- को बोली(बिड) प्रस्तुत करने एवं भाग लेने हेतु तथा प्रस्तुत किए गए संविदा संदर्भ ----- पर हस्ताक्षर करने के लिए प्राधिकृत करते हैं। इस संबंध में उनके द्वारा लिया गया कोई भी निर्णय हमें स्वीकृत है।

We hereby authorize _____ to submit a Bid and subsequently participate and sign the contract submitted against the Ref.: _____. We hereby accept his decision taken, if any, in this regard.

(प्रतिनिधि के तौर पर एवं कंपनी की ओर से हस्ताक्षर)
(Signature for and on behalf of the Company)

स्थान/Place:

दिनांक/Date :

UNDERTAKING

1.मैं/हम वचन देता हूँ /देते हैं कि मैंने/हमने सभी निबंधन एवं शर्तों को सावधानीपूर्वक अध्ययन कर लिया है एवं रावस्वाप्रसं (एनआईपीएचएम) के प्रस्तावित आपूर्ति संबंधी मानदण्डों को समझ लिया है तथा उल्लिखित सभी मानदंडों का अनुपालन करूंगा/करेंगे।

I/We undertake that I/We have carefully studied all the terms and conditions and understood the parameters of the proposed supplies of the NIPHM and shall abide by them.

2.मैं/हम यह भी वचन देता हूँ/ देते हैं कि मैंने/हमने दिनांक----- के निविदा के संलग्नक में उल्लिखित आपूर्ति करने संबंधी मानदण्डों एवं तकनीकी विनिर्देशन विशिष्टि”को समझ लिया है एवं “आपूर्ति संबंधी मानदण्डों एवं विनिर्देशन विशिष्टि’ के अनुसार आपूर्ति करूंगा/करेंगे”।

I/We also undertake that I/We have understood “Parameters and Technical Specifications for making the supplies” mentioned in Annexure of the Tender dated _____ and shall make the supplies strictly as per these “Parameters and Technical Specifications for the supplies”.

3.मैं/हम आगे यह भी वचन देता हूँ /देते हैं कि इस निविदा में सभी संदर्भों में दी गई सूचनाएं मेरी अधिकतम जानकारी के अनुसार सही और सत्य है एवं मैं/हम इसके प्रति पूरी जिम्मेदारी लेता हूँ /लेते हैं।

I/We further undertake that the information given in this tender is true and correct in all respect and we hold the responsibility for the same.

(कंपनी के स्टांप सहित निविदाकार के हस्ताक्षर)(Dated signature of Tenderer with stamp of the firm)

दिनांक/Dated at