



NATIONAL INSTITUTE OF
OCEAN TECHNOLOGY

NOTICE INVITING TENDER (NIT)

Form No.

NIOT/S&P/NIT



Tender No.		NIOT/S&P/EnM/29786/2023-24
Issued To		Supply of Medium back chair at NDBP/1st floor/ Meeting room in NIOT campus
Tender Mode		GeM (Open Tender - Single Bid)
Tender Issue date		22/05/2024
Tender Closing Date and Time		06/06/2024 at 3.00 PM
Tender Opening Date and Time		06/06/2024 at 3.30 PM
Send your queries to the email IDs	Up to Tender finalizations	eandm@niot.res.in

**NATIONAL INSITUTE OF OCEAN TECHNOLOGY VELACHERY
TAMBARAM MAIN ROAD NARAYANAPURAM, CHENNAI
600100**

NIOT WEBSITE: <http://www.niot.res.in/tenders>

Commercial Terms Compliance sheet (format should not be altered)

Sl. No	Particulars	Yes	No	offer Page Ref
1	Whether every page of the tender document is signed for acceptance of tender and uploaded along with the offer?			
2	Whether Taxes and duties are shown separately in the quote. (Registration numbers for claiming the same to be strictly indicated)			
3	Whether accepted to submit the order acceptance within 7 days from the date of order?			
4	Whether Quote is valid for 90 days from the due date of tender or time specified in the tender document whichever is later?			
5	Whether payment terms of the tender is complied with?			
6	Whether the bidder satisfies the Pre- qualification criteria			
	a. a copy of your GST Registration certificates and PAN details are attached (Mandatory qualifying condition)			
7.	Whether price is FOR NIOT, Chennai?			
8.	Whether the freight cost is included, if not included whether the freight cost is indicated separately?			
9.	Whether the authorization letter exclusively for this tender, from the original manufacturer is enclosed?			
10	a) Whether warranty period accepted as per tender?			
11	b) Whether submission of warranty certificate in the prescribed format is acceptable?			
	Whether the delivery period is clearly indicated, and is as per tender?			
12	Whether the cost of installation / inspection / testing explicitly mentioned in the quote?			
13	Whether Past track record of quality and service is enclosed?			
14	Whether submission of PS is acceptable if the value exceeds Rs. 25,00,000/-			
15	Whether submission of PBG is acceptable if the value exceeds Rs. 25,00,000/-			
16	Whether list of deliverables attached and comply as per tender?			
17	Whether liquidated damage clause is acceptable in case of delayed supply?			
18	Whether the tender is fully complying with tender specification/Adjustment if no, list out deviations very clearly along with the appropriate reason for the deviation?			
19	Whether item-wise price is quoted as per price bid and quoted price is realistic?			
20	Whether technical specification has been duly filled in and submitted with the tender document is uploaded along with the quotation.			
21	Whether HSN code of the product has been indicated?			
22	Whether your firm is registered under MSME/ NSIC/DIC/UAM? If yes enclose copy of registration			

PRICE BID FORMAT:

Supply of Medium back chairs:

S.No	Description	Quantity	Unit	Unit rate	Amount
1.	Supply of Medium back chair as per features and standard specifications.The chair shall consist of Special Nylester (Polyester Mesh and Nylon Frame) back mesh and ergonomically designed and countoured flexible back frame, with optional height adjustable lumbar pad,with out head rest, seat manufactured using pressed and moulded with PU foam of density 35 kg /Cum plus or minus 3kg with breatheable mesh fabric, fixed type Armrest material polypropylene, the specifications approved by NIOT,along with two way adjustable upto 100mm plus or minus 5mm height ,nylon base with five numbers of 50 mm thick twin wheel castors,along with tilting mechanism and gas lift for height adjustment. Overall width 730mm (plus or minus 10mm),backrest height 550mm (plus or minus 15mm) ,backrest width 500mm (plus or minus 10mm),seat height 500mm (plus or minus 10mm),seat width 500mm (plus or minus 10mm),seat depth 450mm (plus or minus 10mm) thickness of MS plate joining the under structure with seat 0.50mm, plywood used in seat 15mm thick (plus or minus 1mm),pedestal size 580mm(plus or minus 10mm), polyurethane foam thickness 50mm (plus or minus 2mm),centre pivot mechanism 360 degree revolving type and upright locking,chair included the pneumatic height adjustments upto 100mm (plus or minus 5mm).The contractor shall submit one sample to NIOT which will be inspected and approved by NIOT. Based on the recommendations / modifications if any, the chair shall be manufactured and supplied. Model should be approved by Engineer in Charge. The color of Back rest mesh fabric and Seat fabric will be decided by Engineer In-charge after placing purchase order. Type of chair: Medium back chair without Head rest. Make: Wipro, Haworth, Nilkamal. Model : Fluid Lite / That's IT chair. Warranty: One year from the date of supply. Note:The rate should be inclusive of packing, transportation charges, loading, unloading to NIOT campus, pallikaranai, chennai. The chair model available at NIOT campus. Location:NDBP building / 1st floor / Meeting room	15	Numbers		
	GST in %		%		
Total Amount					
(Amount in words. _____)					

For Supply and Service

1. GST shall be paid as applicable

2. Deduction of Indian Income Tax Deduction at Source:

Deductible for all the services rendered for India as per avoidance of double taxation treaty between your Country and Govt. of India. Without Tax Residency Certificate / Tax Identification No. at your country of residency, tax deduction at source will be @20% and with Tax Residency Certificate / Tax Identification No. at your country of residency, tax deduction at source will be @ 10% as per DTAA rate. However, the applicable taxes at the time of actual utilization of service, etc. will be deducted.

NIOT has enrolled under GST in the category "Tax Deductor". The bidders are requested to update their database regarding NIOT's Registration under GST-Tax Deductor. (See clause No.51 II (c))

TDS @ 2% on the order value towards GST will be deducted on payments made to the supplier in respect of goods and/or services, supplied/provided if the value exceeds Rs. 2.5 lakhs

1. The copy of the GST registration certificate to be attached.
2. The duly filled technical and commercial compliance sheets should be submitted along with quotation/offer.
3. 100% Payment will be made after supply and acceptance of the materials.
4. The item should be supplied within **40 days** from the date of receipt of order.
5. Warranty certificate should be provided for **1 year** from the date of supply and acceptance. Warranty certificate should be provided as per the prescribed format of NIOT.
6. Part Supply: Not allowed. All the items should be delivered in single lot within the stipulated time.
7. **Liquidated damage:** If the Contractor shall fail to deliver the systems/components within the time specified in the Contract, NIOT shall recover from the Contractor as liquidated damages a sum of 0.5% (1/2 percent) of the contract price of the undelivered systems /components for each week of delay (or) part thereof. The total liquidated damages shall not exceed 5% (5 percent) of the contract price of the unit or units so delayed. Systems / components will be deemed to have been delivered only when all essential components parts are also delivered. If any essential components are not delivered in time, the entire system / components will be considered as delayed until such time the missing parts are delivered.

We agree to all applicable terms and conditions listed in the tender document

Signature with Seal

Technical specification Compliance sheet for “Supply of Medium back Chairs”

S.No.	Specification	Specification Description	NIOT Requirement	Remarks (Yes/No)
1	GENERAL REQUIREMENT	Chair Mechanism:	Centre Pivot Mechanism	
		Height Adjustment+ 5 (mm)	Up to 100 mm	
		Armrest	With	
		Type of backrest support	Adjustable Lumbar Support	
		Armrest Type	Fixed	
		Ergonomic Seat Design	Yes	
		Back Type	Fixed	
		Backrest has separate adjustable headrest	No	
		Seat Type	Fixed	
		Seat is Curved	Yes	
		Locking mechanism	No	
		Type of locking	N.A	
		Number of arm movement	N.A	
2	MATERIAL	Pedestal Base	Nylon Base	
		Twin wheel castor material	Nylon	
		Twin wheel castor diameter	50mm	
		Armrest Material	Polypropylene	
		Seat Material	Injection moulded 1 piece	
		Backrest is made of	One piece injection moulded frame	
		Density of PU foam used in seat KG per Cu meter (+ 3)	35	

		Density of PU foam used in backrest in KG per Cu meter (+3)	N.A	
		Backrest upholstered with	Mesh Fabric	
		Seat upholstered with	100% polyester fabric	
		GSM/ Thickness of fabric + 5 % (Gram/ Square meter)	250 gram	
		Upholstered material colour	Black	
3	DIMENSION	Overall width (+ 10mm)	730mm	
		Backrest Height + 15mm	550mm	
		Backrest Width + 10mm	500mm	
		Seat Height + 10mm	500mm	
		Seat Width + 10mm	500mm	
		Seat Depth + 10mm	450mm	
		Thickness of Ms Plate Joining the under structure with Seat	0.5mm	
		Thickness of Plywood used in Seat +1(mm)	15mm	
		Thickness of Plywood used in Backrest +1(mm)	N.A	
		Pedestal Size (Diameter in mm) +10mm	580mm	
		Thickness of Polyurethane Foam Used in Seat in mm (+2mm)	50mm	
		Thickness of Polyurethane Foam Used in Backrest in mm (+2mm)	N.A	
4	WARRANTY	Warranty period in number of years	1-year	
	TESTING AND CERTIFICATION	Availability of Test Report from Designated	No	

		AHSP/NABL/ILAC accredited or Central Government Lab to prove conformity of products to the specification		
		Test Reports to be furnished to buyer on demand, if claimed to be available	Yes	
		BIFMA Certification	No	
		OEM of offered product is ISO 9001:2015 certified	No	
		OEM of offered product is ISO 14001:2015 certified	No	
		OEM of offered product is ISO 18001:2007/45001:2018 certified	No	
		Aiota	No	
		Mechanism designed with 360 degree revolving type and upright locking	Yes	
		Chair included the pneumatic height adjustments	Yes	
		Number of with wheel castor and diameter	5 Nos and 50mm	
		Seat materials	Pressed and moulded with PU Foam	
		Backrest is made of	Two pieces injection moulded frame	
		Seat Fabric Colour and Backrest Fabric Colour	The colour will be decided by Engineer In-charge after placing order.	
6	MAKE	Wipro/ Nilkamal/ Haworth		
7	MODEL	Model : Fluid Lite / That's IT MB FIX Chair		

We agree to all terms and conditions as per tender document.

Date:

Signature of supplier

Place:

Stamp

+MANDATORY DOCUMENTS:

1. GST Registration Certification
2. PAN details
3. Cancelled cheque Leaf / Bank details
4. Vendors Address and Contact details
5. Copy of NIT documents affixing company seal and signed in all the pages.
6. Duly filled commercial compliance sheet
7. Any other documents sought in the NIT
8. Valid Authorisation Letter from OEM
9. MSME Certificate, if any

We agree to all applicable terms and conditions listed in the tender document

Company's Signature with Seal

Vendor Information:-

1.	Name of the company	
2.	Registered Office Address	
3.	Local Office Address	
4.	Contact person Landline no. / Mobile no. Fax no. E-mail id:	
5.	<i>Statutory registration:- (enclose copies)</i>	
	i) PAN	
	ii) GST registration no.	



Make: Wipro, Haworth, Nilkamal.
Model : Fluid Lite / That's IT chair.