



NATIONAL INSTITUTE OF
OCEAN TECHNOLOGY

NOTICE INVITING TENDER (NIT)

Form No.

NIOT/S&P/NIT



| | | |
|------------------------------------|----------------------------|---|
| Tender No. | | NIOT/S&P/EnM/29785/2023-24 |
| Issued To | | Supply of Steel Executive table, Drawer unit, and Almirah for MSS Group at ATF Building 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 Steel Executive table, Drawer unit, and Almira for MSS Group at ATF Building in NIOT campus

| S.No | Description | Quantity | Unit | Unit rate | Amount |
|------|---|----------|-------------|-----------|--------|
| 1 | Supply of Modular Metal Drawer File Cabinet Pedestal of size 646mm (H) x 400mm (W) x 440(D) mm. Drawer material made of CRCA 'D' grade sheet conforming to IS 513 as amended up to date .Body shell ,Bottom and Pedestal side stiffeners thickness are 0.8 mm.Pedestal Top and Bottom stiffeners thickness of 1.2 mm , File/Box drawer front thickness 0.6 millimeter and Tray & Back thickness 0.5 millimeter , inclusive of Central locking system with Cam lock and central right handed locking with actuator lever and locking channel mechanism and necessary Swiveling non-lockable castors.Finish Epoxy polyester powder coated to the thickness of minimum 50 microns. 1 year warranty . Make : Godrej Interio , Nilkamal , Haworth, ISpace | 4.00 | Number s | | |
| 2 | Supply and installation Executive table size - 1200(W) x 600 (D) x 750 (H) mm, with 25mm thick tabletop of Three layer Prelaminated particles board(wood product) of grade II type II of IS 12823/Latest, Thickness of table top finish and under table top finish 0.6 mm. Accessories /Optional requirement for table , Metal Cable Tray with cut-outs for Face Plates below the table top and Snake Riser wherever required .Desktop to be supported with Metal Legs size 25 x25mm and thickness 1.2mm and Work top support material MS tube section of Sq. pipe with brackets. Modesty panel material Three Layer Prelaminated particles board(wood product) of grade II type III of IS 12823/Latest, The thickness of the modesty panel material18 mm Thick.Table Panel Plain Side Edge to be banded with PVC tape 2 mm thick with the help of hot melt glue . All finishes/ shades, as approved (including metal powder coating) to be factory finished , all complete as per direction of Engineer - in- charge. Warranty one year date of Hand over. Make : Godrej Interio , Nilkamal , Haworth, ISpace | 3.00 | Number s | | |
| 3 | Supply and installation Executive table size - 1500(W) x 750 (D) x 750 (H) mm , with 25mm thick tabletop of Three layer Prelaminated particles board(wood product) of grade II type II of IS 12823/Latest, Thickness of table top finish and | 2.00 | Number s | | |

| | | | | | |
|--------------------------|---|------|----------|--|--|
| | under table top finish 0.6 mm. Accessories /Optional requirement for table , Metal Cable Tray with cut-outs for Face Plates below the table top and Snake Riser wherever required .Desktop to be supported with Metal Legs size 25 x25mm and thickness 1.2mm and Work top support material MS tube section of Sq. pipe with brackets. Modesty panel material Three Layer Prelaminated particles board(wood product) of grade II type III of IS 12823/Latest, The thickness of the modesty panel material18 mm Thick.Table Panel Plain Side Edge to be banded with PVC tape 2 mm thick with the help of hot melt glue . All finishes/ shades, as approved (including metal powder coating) to be factory finished , all complete as per direction of Engineer - in- charge. Warranty one year date of Hand over. Make : Godrej Interio , Nilkamal , Haworth, ISpace | | | | |
| 4 | Supply and Installation of steel Almirah, Height(excluding the height of pedestal) 1830 mm, width 900 mm & depth 430 mm. Almirah sheet material CRCA sheets conforming to grade CRI of IS 513(part-1):2016 (with latest amendment).Side, Back, Top, & Bottom Shelves sheet thickness 0.8 mm with necessary lock (Six lever lock) ,Adjustable shelves and powder coated finish. Make : Godrej Interio , Nilkamal | 2.00 | Number s | | |
| | 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:

Deductable 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 **30 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 Steel Executive table, Drawer unit, and Almira for MSS Group at ATF Building in NIOT campus"

| S.No | Description | Yes / No |
|------|---|----------|
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| 2 | <p>Supply and installation Executive table size -1200(W) x 600 (D) x 750 (H) mm, with 25mm thick tabletop of Three layer Prelaminated particles board(wood product) of grade II type II of IS 12823/Latest, Thickness of table top finish and under table top finish 0.6 mm. Accessories /Optional requirement for table , Metal Cable Tray with cut-outs for Face Plates below the table top and Snake Riser wherever required .Desktop to be supported with Metal Legs size 25 x25mm and thickness 1.2mm and Work top support material MS tube section of Sq. pipe with brackets. Modesty panel material Three Layer Prelaminated particles board(wood product) of grade II type III of IS 12823/Latest, The thickness of the modesty panel material18 mm Thick.Table Panel Plain Side Edge to be banded with PVC tape 2 mm thick with the help of hot melt glue . All finishes/ shades, as approved (including metal powder coating) to be factory finished , all complete as per direction of Engineer - in- charge. Warranty one year date of Hand over. Make : Godrej Interio , Nilkamal , Haworth, ISpace</p> | |
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|---|---|--|
| 4 | Supply and Installation of steel Almirah, Height(excluding the height of pedestal) 1830 mm, width 900 mm & depth 430 mm. Almirah sheet material CRCA sheets conforming to grade CRI of IS 513(part-1):2016 (with latest amendment).Side, Back, Top, & Bottom Shelves sheet thickness 0.8 mm with necessary lock (Six lever lock) ,Adjustable shelves and powder coated finish. Make : Godrej Interio , Nilkamal | |
|---|---|--|

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. | |