

**NOTICE INVITING E-TENDER (NIT)**

Sl. No.	Events	Date and Time
1	Notice Inviting BID (NIT) No.	17/IITPKD/EWD/2025-26/151
2	Name of work	Construction of Permanent Campus for IIT Palakkad under Phase 1A: SH : Furniture SW: Furnishing of the office of Head of Departments/Centres, Department Staff and Meeting Rooms in the Department Building (B03) at Sahyadri Campus, IIT Palakkad
3	Date of Publication	06-08-2025
4	Date/Time of Closing	<b>28-08-2025, 1100 hrs</b>
5	Opening of Eligibility cum Technical Bids (Cover 1)	<b>28-08-2025, 1130 hrs</b>
6	Estimated Cost put to bid	<b>Rs. 40,93,920/-</b>
7	Earnest Money Deposit (EMD)	<b>Rs. 81,878/-</b>
8	Period of completion	<b>45 Days</b>

Engineering works Division  
 Indian Institute of Technology Palakkad  
 Kanjikode West, Palakkad – 678 623  
 Phone: 0491 209 2153, Email: [ewd@iitpkd.ac.in](mailto:ewd@iitpkd.ac.in)

Indian Institute of Technology Palakkad (hereinafter called “IITPKD”) invites ONLINE item rate bids (Cover-1: Eligibility cum technical bid, Cover-2: Financial bid) from **eligible bidders who satisfy the eligibility criteria given in Annexure II for the following work**. Interested bidders may submit their bids ONLINE at <https://mhrd.euniwizarde.in/>

1.	Name of Work	Construction of Permanent Campus for IIT Palakkad under Phase 1A: SH : Furniture SW: Furnishing of the office of Head of Departments/Centres, Department Staff and Meeting Rooms in the Department Building (B03) at Sahyadri Campus, IIT Palakkad
2.	Estimate Cost put to Tender	<b>Rs. 40,93,920 /-</b>
3.	Earnest Money Deposit (EMD)	<b>Rs. 81,878 /-</b> Bids without paying the EMD in gateway of the E-Wizard portal shall be DISQUALIFIED
4.	Period of completion	<b>45 days</b>
5.	Validity of the tender	75 days from the date of opening of the eligibility bid.
6.	Last Date for Submission of e-Tender	<b>28-08-2025, 1100 hrs</b>
7.	Date of Opening of the Eligibility document	<b>28-08-2025, 1130 hrs</b>
8.	Date of opening of the financial bid	Will be intimated later to eligible bidders through online E-Wizard portal

#### DEFINITION

Officer inviting tender : Chairman (EWD), IIT Palakkad

Engineer in charge : Executive Engineer (Civil), EWD

Accepting authority : Chairman, EWD with approval of Director, IIT Palakkad

Time allowed for submission of performance security: 7 days

Maximum allowable extension with a late fee at the rate of 0.1% of PS per day beyond the period of 7 days to 5 days.

No. of days from the date of issue of letter of acceptance for recurring date of start: 7 days

## 1. GENERAL

- 1.1. Indian Institute of Technology Palakkad (hereinafter called "IITPKD") invites online item rate bids under the two-bid system (eligibility cum technical and commercial bid) as per the technical specifications given in **Annexure-I**.
- 1.2. The tender document can be accessed from <https://mhrd.ewizard.in/> . The last date/time for submission of the bids in **ONLINE mode** is **28-08-2025, 1100 hours**. The bids will be opened through online mode. **The eligibility cum technical bids (Cover 1) will be opened first, and the bid will be decided based on satisfying the eligibility criteria as per tender conditions.** Only those who qualify in the technical evaluation will be qualified for the opening of financial bids. In case of any holiday or unforeseen closure of the institute on the scheduled day of opening of the bids, the bids will be opened on the next working day at the same time, but the deadline for submission of bids remains the same as indicated above.
- 1.3. The bids should be submitted **ONLY** through online mode at <https://mhrd.ewizard.in/> latest by **28-08-2025, 1100 hrs**. Bids received after the above-mentioned date and time will not be considered. Conditional bids will be rejected outright.
- 1.4. The responsibility of submission of the bids on or before the last date shall rest with the tenderer. The institute will hold no responsibility for the non-receipt of the bids or for the bids received after the date/time specified. Any bid received by IITPKD after the bid submission deadline prescribed by IITPKD shall be rejected and returned unopened to the bidder.
- 1.5. Canvassing or offering an advantage or any other inducement by any person with a view to influencing acceptance of a bid is an offense under the laws of India. Such action will result in the rejection of the bid, in addition to other punitive measures.
- 1.6. Each bidder shall submit only one bid, either by himself or as a partner in a joint venture or as a member of a consortium. If a bidder or any of the partners in a joint venture or any one of the members of the consortium participates in more than one bid, the bids (of both the individual and the partnership/consortium) are liable to be rejected.
- 1.7. Joint ventures are not eligible.
- 1.8. The bidder shall bear all costs associated with the preparation and submission of his bid, and IITPKD shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.
- 1.9. IITPKD will respond to any request for clarification or modification of the Tender Document that is received up to TWO DAYS prior to the deadline for submission of bids prescribed by IITPKD. For this purpose, the prospective bidder(s) requiring clarification in the tender document shall notify IITPKD through the ONLINE portal ONLY. Any such clarification, together with all details on which the clarification had been sought, will be published in the ONLINE Portal ONLY.
- 1.10. Except for any such clarification by the Institute, which is expressly stated to be an addendum to the tender document issued by the **Chairman, EWD, IIT Palakkad**, no

written or oral communication, presentation, or explanation by any other employee of any of the sections/departments of the Institute shall be taken to bind or fetter the Institute.

## **2. AMENDMENTS IN THE TENDER DOCUMENT**

- 2.1. At any time prior to the deadline for submission of bids, IITPKD may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the tender document by way of amendment(s).
- 2.2. Amendments will be intimated through the e-wizard portal, and the bidders shall ensure that the amendments are carried out in the bid before submission. The amendments will not be published in newspapers. Bidders should regularly visit the e-wizard portal to keep themselves updated.
- 2.3. No extension in the bid due date/time shall be considered on account of delay in receipt of any document by mail. Further, it will be assumed that the bidder has taken into account such amendments while submitting the bid.

## **3. COMPOSITION OF THE TENDER DOCUMENT (TECHNICAL CUM ELIGIBILITY BID)**

- 3.1. The tender document comprises of:

### **Cover 1 : Eligibility cum Technical Bid**

- (a) Technical Specifications (Annexure-I)
  - (b) Eligibility Criteria (Annexure-II)
  - (c) Techno-Commercial Parameters (Annexure-III)
  - (d) Compliance Statement (Annexure-IV)
  - (e) Declaration (Annexure-V)
  - (f) Fall Clause Notice Certificate (Annexure VI)
  - (g) Declaration for make in India (Annexure-VII)
  - (h) Declaration for Not Blacklisted / Debarred (Annexure VIII)
  - (i) Cover II financial bid (to be uploaded separately)
  - (j) Drawings (uploaded separately)
- 3.2. The bidder is expected to examine all instructions, forms, terms, and conditions in the tender document. In the event of discovery of any missing pages, the bidder shall inform the same to the section/department concerned. Failure to furnish the information required by the Tender Document or submission of a tender not substantially responsive to the Tender Document in every respect will be at the bidder's risk and may result in rejection of the bid.
  - 3.3. The bidder shall not make or cause to be made any alteration, erasure, or obliteration to the text of the Tender Document.
  - 3.4. The Financial bid (Cover 2) shall be downloaded from the E-wizard portal and fill the commercial bid and upload.

#### **4. EARNEST MONEY DEPOSIT (EMD)**

- 4.1. The bidder shall furnish an EMD of **Rs. 81,878 /-** through an online payment gateway in the E-Wizard.
- 4.2. **Bids without paying the EMD in the gateway of the E-Wizard portal shall be DISQUALIFIED.**
- 4.3. The EMD of the successful bidder shall be returned on receipt of the prescribed performance security and after signing of the contract agreement.
- 4.4. The EMD of the unsuccessful bidders will be returned to them at the earliest after the expiry of the final bid validity and at the latest by the 30th day after the award of the contract.
- 4.5. 100% EMD shall be forfeited
  - a. if the bidder withdraws his bid after the opening of the bid during the period of validity of the tender.
  - b. if the successful bidder refuses or neglects to execute the contract or fails to furnish the required performance security within the time frame specified by the Institute.
  - c. if the successful bidder fails to execute the Contract on specified timeline.
- 4.6. The firms who are registered with National Small Industries Corporation (NSIC) / or Small Scale Industrial (SSI)/ Micro & Small Enterprises (MSEs) are exempted from furnishing the EMD. Self-attested photocopy of valid registration certificate issued by competent authority for supply of **“Furniture & Fittings”** to be uploaded with the technical bid for exemption of EMD

#### **5. LANGUAGE/FORMAT/SIGNING OF THE BID**

- 5.1. The bid prepared by the Bidder and all correspondence and documents related to the tender exchanged by the Bidder and IITPKD shall be in English, and the Contract shall be construed and interpreted in accordance with that language. If any of the brochures, leaflets, or communication is prepared in any language other than English, a translation of such document, correspondence, or communication shall also be provided at the cost and risk of the bidder. The translation so provided shall prevail in matters of interpretation. The bidder, with respect to such documents, correspondence, and communications, shall bear the costs and risks of such translation.
- 5.2. The documents comprising the bid shall be typed or written in indelible ink, and all the pages shall be signed by the bidder or a person or persons authorized by the bidder. All the pages of the bid shall be numbered, and except for unamendable printed pages, shall be signed by the person or persons authorized and uploaded.
- 5.3. The bid shall not contain any internalizations, erasures, or overwriting, except to correct errors made by the bidder, in which case the person or persons signing the bid shall initial such corrections with the date.

#### **6. METHOD OF SUBMISSION OF BID**

- 6.1. The technical and the commercial bids shall be submitted ONLINE through the portal mentioned as Cover One and Cover Two.

- 6.2. Bids submitted in any mode other than ONLINE will be rejected outright. **Bids without furnishing EMD through online mode shall be DISQUALIFIED.**
- 6.3. The original catalog (not any photocopy) of the quoted model, duly signed by the authorized signatory, must accompany the quotation in the technical bid.
- 6.4. No prices should be entered in the technical bid. Mentioning prices in the Technical Bid shall lead to disqualification
- 6.5. A compliance or confirmation report with reference to the specifications and other terms and conditions should also be obtained from the principal.
- 6.6. Information related to the agency/bidder, such as photocopies of the Registration/ PAN/ GST/ TIN shall be furnished.
- 6.7. The technical bid should consist of all technical details along with commercial terms and conditions.
- 6.8. Digitally signed tender documents should be uploaded in Cover One.
- 6.9. If the item is to be moved from its location within the period of warranty, then the supplier must provide disassembling and reassembling services free of cost.

## **7. BID PRICES**

- 7.1. Prices must be quoted separately for each item of furniture in the Cover 2 (Financial bid)

### **7.2 BID CURRENCY**

- 7.2. Prices of indigenous furniture/items shall be quoted in Indian Rupees.

## **8. CONFORMITY OF THE TENDER DOCUMENT**

- 8.1. The bidder shall furnish the terms of the technical specifications given in the tender document.

## **9. PERIOD OF VALIDITY OF BIDS**

- 9.1. Bids shall remain valid for a period of **75 days** after the date of the deadline for submission of bids prescribed by the purchaser.

## **10. MODIFICATION AND WITHDRAWAL OF BIDS**

- 10.1. The bidder may modify or withdraw the bid after submission only through ONLINE mode, within the period of the deadline for submission of bids.
- 10.2. No bids can be modified subsequent to the deadline for submission of bids.
- 10.3. No bids can be withdrawn in the interval between the bid submission deadline and the expiration of the bid validity period. Withdrawal of a bid during this interval may result in the forfeiture of the bidder's SD.

## **11. OPENING AND EXAMINATION OF BIDS**

- 11.1. The technical bids will be opened on the prescribed date and time as mentioned in the bid document in online mode.

- 11.2. The purchaser will evaluate the technical bids. Those bids whose technical bids fulfill the technical requirements in conformity with the eligibility criteria by the competent authority and are responsive to the tender requirements will be considered for the opening of financial bids. Those bids that are found to be either non-responsive or not satisfying the technical requirements will not be considered and will be rejected.
- 11.3. The price bids of the eligible bidders on the basis of evaluation as mentioned in 11.2 above will be opened on the date that will be intimated later.
- 11.4. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price, which is obtained by multiplying the unit price and quantity, or between subtotals and the total price, the unit or subtotal price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words shall prevail. If a bidder does not accept the correction of errors, the bid will be rejected and its security deposit may be forfeited.
- 11.5. The purchaser may waive any minor non-conformity or irregularity in a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder.
- 11.6. If a bid is not substantially responsive, it shall be rejected by the purchaser and may not subsequently be made responsive by the bidder by correction of the non-conformity.
- 11.7. The purchaser's determination of bid responsiveness will be based on the contents of the bid itself and any written clarifications submitted by the bidder.

## **12. CLARIFICATION OF BIDS**

- 12.1. During the bid evaluation, the purchaser may, at its discretion, ask the bidder for a clarification of its bid. The request for clarification and the response shall be through ONLINE mode ONLY, and no change in the price or substance of the bid shall be sought, offered, or permitted.

## **13. CONTACTING IITPKD**

- 13.1. From the time of bid opening to the time of contract award, if any bidder wishes to contact the purchaser on any matter related to the bid, it shall do so through ONLINE mode ONLY.
- 13.2. If a bidder tries to directly influence IITPKD or otherwise interfere in the bid evaluation process and the contract award decision, his bid shall be rejected.

## **14. PERFORMANCE SECURITY**

- 14.1. The performance security shall be submitted within **(7) DAYS** of receipt of the material by the purchaser. The successful bidder shall furnish the **performance security equal to 5%** of the order/contract value (excluding the value of annual maintenance charges). The performance security shall be valid all along the warranty period and shall extend up to SIXTY (60) DAYS after the date of completion of the warranty period.

- 14.2. The performance security shall be a bank guarantee issued by the Indian Scheduled bank acceptable to the Purchaser or a Demand Draft favoring, **INDIAN INSTITUTE OF TECHNOLOGY PALAKKAD** payable at PALAKKAD.
- 14.3. In case the successful bidder is a foreign company and wishes to submit performance security in the form of a bank guarantee, the Bank Guarantee should be routed through the beneficiary bank to the end-user bank. Otherwise, the Indian agent of the foreign vendor shall submit a bank guarantee from a nationalized bank of India. The following documents shall be submitted in case of an Indian agent submitting the performance security on behalf of his principal:
- 14.4. The performance security shall automatically become null and void once all the obligations of the Supplier under the Contract have been fulfilled, including, but not limited to, any obligations during the Warranty Period and any extensions to the period. The performance security shall be returned to the supplier not later than **fifteen (15) days** after its expiration and satisfying the conditions clause no. 14.1
- 14.5. Failure of the successful bidder to comply with the requirements shall constitute enough grounds for the annulment of the award and forfeiture of the EMD, in which event the purchaser may make the award to the next lowest evaluated bid submitted by a qualified bidder or call for new bids.

## **15. AWARD CRITERIA**

- 15.1. IITPKD will award the contract to the bidder whose bid has been determined to be substantially responsive and evaluated as the lowest quote.
- 15.2. IITPKD will award the contract to the bidder whose bid has been determined to be substantially responsive and as per the Order No. 45021/2/2017-PP(BE-II) dated 04-06-2020 from the Department for Promotion of Industry and Internal Trade (Public Procurement Section), Ministry of Commerce and Industry, Govt. of India. 2. The Institute reserves the right to buy different items/quantities from different bidders considering price of individual/group of equipment/items or any other factors as decided by the Committee. The bidder should be a Class-I / Class-II Local Supplier meeting the requirement of minimum 20% Local Content in line with the Public Procurement (Preference to Make in India) Order 2017 No. P-45021/2/2017-PP (BE-II) dated 04 Jun 2020. The bidder is required to upload the undertaking given in **Annexure- VII**.

## **16. IITPKD RIGHT TO ACCEPT/REJECT BIDS**

- 16.1. IITPKD reserves the right to accept or reject any bid or to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the bidders.
- 16.2. IITPKD reserves the right to negotiate with the bidder whose bid has been evaluated as the lowest quote.

## **17. AWARD OF PURCHASE ORDER**

- 17.1. Prior to the expiration of the period of bid validity, IITPKD will issue the letter of intent/purchase order to the successful bidder in writing.

17.2.The purchase/work order will form the part of the contract.

**17.3.SUBMISSION OF SAMPLES:**

- a) The sample should be submitted within **7 days** of the date of issuance of Work order.
- b) The samples shall be delivered in EWD office, Main Campus, IIT Palakkad , Pudukkottai PO, Kanjikkode West, Palakkad – 678 623 with an advance intimation to the EWD Office.
- c) IITPKD will not be responsible for any damages to the Samples during its transit.In case any damages are observed, the contractor has to do proper finishing /replacing the unit without any extra cost to the Institute.
- d) The contractor Should supply the chairs at the designated place as directed by the Engineer in charge as mentioned in the layout. No extra claims will be entertained for loading, unloading and transportation if any are required to do the same.
- e) Before shipment of bulk supply, the supplier shall ensure that the same quality as the given sample is maintained. The Engineer in Charge may inspect the goods at the firm's premises, before the supply is affected. In case the product deviates from the sample approved the Institute has rights to reject the same on arrival and the bidder has to remove the rejected items and replace them with items as per the specification given in the bid elsewhere.

**17.4.The Institute reserves the right to buy different items/quantities from different bidders considering price of individual/groups of furniture or any other factors as decided by the Institute.**

**18. CONTRACT AGREEMENT**

18.1.Within **SEVEN (07) DAYS** of receipt of the Work Order, the successful Bidder shall sign and date its copy on each page and return it to the Purchaser.

18.2.Copy of Work Order duly signed and dated by the successful Bidder on each page shall constitute the Contract Agreement.

**19. CONTRACT DOCUMENTS**

19.1.All documents forming part of the Contract (and all parts of these documents) are intended to be correlative, complementary and mutually explanatory. The Contract shall be read as a whole.

19.2.The order of precedence of the Contract documents shall be as follows:

- (i) Contract Agreement/Work Order
- (i) All Forms/Annexures
- (ii) Supplier's Bid
- (iii) Tender Document
- (iv) Catalog of the Furniture

**20. AMENDMENT TO CONTRACT**

20.1.No amendment or other variation of the Contract shall be effective unless it is in writing, is dated, expressly refers to the Contract and is signed by a duly authorized representative of each party to the Contract.

## 21. SUPPLIER'S RESPONSIBILITIES

21.1. The Supplier's obligations involve:

- (a) Supply of furniture as per the specifications given in Tender Document in Annexure 1 and as per drawing.
- (a) Making the furniture operational (installation, placing, positioning and making operational)
- (b) Manufacturer warranty certificate
- (c) Within warranty period if any onsite technical support as and when required.

21.2. The Supplier shall, unless specifically excluded in the Contract, perform all such work and/or supply all such items, services and materials not specifically mentioned in the Contract but that can be reasonably inferred from the Contract as being required for **supply installation, placing, positioning**, and making operational of Furniture as if such work and/or items and materials were expressly mentioned in the Contract.

21.3. The Supplier shall comply with all laws in force in India. The laws will include all national, provincial, municipal or other laws that affect the performance of the Contract and are binding upon the Supplier. The Supplier shall indemnify and hold harmless, the Purchaser from and against any and all liabilities, damages, claims, fines, penalties and expenses of whatever nature, arising or resulting from the violation of such laws by the Supplier.

21.4. If during the warranty Period any malfunctioning is experienced by the user in the Furniture, the Supplier shall promptly, at its sole cost, fix the issue. Necessary upgrades for the Furniture shall be provided by the Supplier on a regular basis during the warranty Period.

21.5. Response time for attending to malfunctioning reports shall be 24 to 48 hours, after they are reported to the Supplier or its designated service agent.

## 22. TIME FOR SUPPLY, INSTALLATION, COMMISSIONING AND VALIDATION OF THE FURNITURE

22.1. The supplier shall supply the furniture within the period specified in the tender document, i.e., **within 45 days** from the date of issuance of the purchase order / work order.

22.2. In the event of failure of supply of the item/furniture within the stipulated delivery schedule, the Purchaser has all the right to purchase the item/furniture from other sources at the total risk of the Supplier under the risk purchase clause.

## 23. TERMS OF PAYMENT

23.1. No Advance payment will be made for indigenous purchase. For indigenous furniture, 100% payment will be released after satisfactory delivery, acceptance, installation, commissioning, integration and validation of the furniture and against the installation report/certification provided jointly by the supplier (technical representative involved in the process of installation) and the Competent Authorities of the Institute. However, part payment will be allowed for the quantity of actual supplied and installed provided the amount of invoice is not less than Rs. 10 Lakhs

23.2.If any time before the delivery of the furniture, it is found that the same furniture had been offered to another party in India at a lower rate, payment shall be restricted to the extent of such lower rate and the Supplier shall be liable to pay the Purchaser the difference in two rates i.e. excess charged over such lower rate, if payment had been made by the purchaser. The purchaser will look into a reasonable past period to ensure this.

**24. The installation certificate in original is essential for making the final payment/part payment. The successful bidder shall ensure that the installation and commissioning is done on time and produce the Installation Certificate in Original on time to the Engineering works Division.**

## **25. TAXES AND DUTIES**

25.1.The Supplier should ensure payment of all taxes, duties, levies and charges assessed by all municipal, state or national government authorities, in connection with the Goods and Services supplied under the Contract. The quoted price should be inclusive of all taxes and other chargers.

## **26. MAINTENANCE DURING WARRANTY PERIOD:**

26.1.The supplier shall continue to support and maintain the furniture supplied by carrying out maintenance or minor repairs at the premises of the purchaser at free of cost during the warranty period.

## **27. PENALTIES**

27.1.If the Supplier fails to complete any of the activities in accordance with the time specified for it, or any extension of the time granted by the Purchaser, the Supplier shall pay to the Purchaser, penalties at the rate of 1% per week not exceeding 5% of the contract value.

27.2.The Institute reserves the right to terminate the contract if the Supplier defaults on any of the time limits by more than FOUR weeks.

## **28. INTELLECTUAL PROPERTY RIGHTS AND WARRANTY AND INDEMNITY**

28.1.The Supplier hereby represents and warrants that the as supplied, installed and commissioned along with its application furniture and copying of manuals and other documents provided to the Purchaser in accordance with the Contract does not and shall not infringe any Intellectual Property Rights held by any third party

28.2.The bidder should upload undertaking mentioning clearly the warranty period of **THREE YEARS** for furniture from the completion date recorded by the Engineer in charge. Any extended warranty offered for the same shall be mentioned separately. The warranty period shall commence from the date of validation/installation of the furniture and shall extend for the length of time specified in the tender document supra

28.3.The Supplier shall indemnify and hold harmless the Purchaser from and against any and/or all losses, liabilities and costs (including losses, liabilities and costs incurred in defending a claim alleging such a liability), that the Purchaser may suffer because of any infringement or alleged infringement of any Intellectual Property Rights.

28.4.**Liquidated Damages:** If a firm accepts an order and fails to execute the order, in full or part, as per terms and conditions, stipulated therein, it will be open to the Institute to recover liquidated damages from the firm at the rate of 1% of the value of the

undelivered goods per month or part thereof, subject to a maximum of 5% of the value of the undelivered goods. It will also be open to the Institute alternatively, to arrange procurement of the required stores from any source, at the risk and expense of the firm, accepted and failed to execute the order according to stipulations agreed upon. This will also entail removal of the defaulters' name from the approved/registered list of Suppliers.

## **29. EXTENSION OF TIME LIMITS FOR SUPPLY AND MAKING OPERATIONAL THE FURNITURE**

29.1. The time limit for supply, installation and commissioning, integration and validation shall be extended if the supply is delayed or impeded in the performance of any of its obligations under the contract due to justified reasons and not otherwise. Such time limit shall be fair and reasonable under all the circumstances and shall fairly reflect the delay or impediment sustained by the supplier.

## **30. GOVERNING LAW**

30.1. The Contract shall be governed by and interpreted in accordance with the laws of India.

## **31. SETTLEMENT OF DISPUTES**

31.1. Any dispute or claim arising out of/relating to this Contract of the breach, termination or the invalidity thereof, shall be settled by the Honorable Courts of Justice at Palakkad, Kerala.

**32.** The page number should be marked in all pages serially (including all supporting documents enclosed with the tender document) and the declaration for the same shall be submitted by the bidder.

**33.** IITPKD reserves the right to accept or reject any or all the bids in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever. No further correspondence in this regard will be entertained.

**CHAIRMAN, EWD**

<b>Name of Work: Construction of Permanent Campus for IIT Palakkad under Phase 1A: SH : Furniture</b> <b>SW: Furnishing of the office of Head of Departments/Centres, Department Staff and Meeting Rooms in the Department Building (B03) at Sahyadri Campus, IIT Palakkad</b>			
Item No	Description of Item	Qty	Unit
1	<p>Supply of Main Table and Side Table made up of 25 mm thick, pre-laminated medium density fibre board tabletop with 2 mm matching edge banding in White Maple finish. The Main Table measuring 1800 (W) × 900 (D) × 750 mm (H) should be supported by a sturdy under-structure of 50 × 50 × 2.9 mm powder-coated mild steel square legs connected by 40 × 20 × 2 mm MS Tube, and should include an aluminum flip-open wire management hatch plus a PVC cable tray. It should also consist of pre-laminated medium density fibre board modesty panel of 450 mm (H) and 18 mm thickness, mounted with aluminum brackets. The Side Table measuring 900 (W) × 450 (D) × 750 mm (H) to be supported by a robust under-structure featuring 50 × 50 mm x 2.9 mm powder-coated MS square legs and 40 × 20 mm x 2 mm MS beams. The side table should be pressed with a hot-melt adhesive for seamless finish.</p> <p>Ref. Drawing No. IITPKD/EWD/FUR/FT/01</p>	8	Each
2	<p>Supply of Mobile Pedestal measuring 400 (W) × 450 (D) × 600 mm (H), in White pre-laminate finish. The top and sides to be constructed from 18 mm thick pre-laminated medium density fibre board, with the back panel in 9 mm pre-laminated medium density fibre board. The mobile storage unit will have drawer at the top and bottom will be shutter. All exposed surfaces to be sealed with 2 mm thick PVC edge banding. It should consist of recessed anodized handle, a regular central lock, and lockable castors for mobility. The hinges should be soft closing. The drawer shall have soft close slide.</p> <p>Ref: Drawing No. IITPKD/EWD/FUR/MP/01</p>	8	Each
3	<p>Supply of Steel Modular Storage cabin measuring 900(L) × 450(D) × 1200mm(H) made from combination of Metal Top Panel (0.6mm CRCA), side panel (0.5mm CRCA), Bottom panel (0.5mm CRCA), Back panel (0.5mm CRCA) and End Cover (0.6mm CRCA) CRCA 'D' Grade as per IS-513 with Epoxy polyester powder coating of minimum 60 microns thickness. There should be three compartments on the inside (two fixed shelves). The storage unit will have two shelves made out of 1.6mm thick CRCA. The storage unit shall have leveler with height adjustment of 25 mm to 50mm. The unit should consist of Double Shutter with lock facility.</p> <p>Ref: Drawing No. IITPKD/EWD/FUR/SS/01</p>	24	Each

4	<p><b>3 Seater Sofa Seat &amp; back</b></p> <p>Understructure: Understructure is made up of steel, plywood &amp; pinewood members. 18mm CRCA Steel is Rolled to pipe form. Plywood is 12±1mm thk.</p> <p>[moisture resistance &amp; termite proof as per IS:303]. Pinewood are of cross sections 22x64mm, 34x64mm 22x40mm, 22x75mm &amp; 16X35mm without having major knots &amp; defects on the surface. Zigzag spring of dia. 3.8mm is mounted on the seat structure using plastic spring mounting clip for support &amp; additional cushioning purpose. Non woven fabric is stapled on the seat structure frame above the spring assembly to avoid direct contact between the metal springs and the seat foam. This prevents seat foam from tearing. Complete understructure is made by gluing, nailing &amp; stapling. Foam: Seat is made of PU foam with density 28 kg/m<sup>3</sup> of 75mm thickness with a two top layers of supersoft PU foam with density 32 kg/m<sup>3</sup> of 25mm thickness each. Seat front is glued with PU foam with density 28kg/m<sup>3</sup> and 10mm thickness and sides and the entire backrest are glued with the PU foam with density 60 kg/m<sup>3</sup> of thickness 6mm. Backrest top is glued with foam of density 28kg/m<sup>3</sup> and 25mm thickness. Upholstery: Seat upholstery is made in polyester fabric and Black non-woven cloth with zipper for inserting the loose seat foam. Backrest upholstery is made up of a combination of Polyester Fabric and Leatherite with sandwiched laminated foam of density 32kg/m<sup>3</sup> of 10mm thickness between a layer of fabric and white non-woven of 30GSM with partitions. This laminated fabric is used on the upper backrest only.</p> <p>LH* RH Armrest with Wooden Top Panel:</p> <p>Understructure: Understructure is made up of plywood &amp; pinewood members. Plywood is 12±1mm thk.</p> <p>[moisture resistance &amp; termite proof as per IS:303]. Pinewood are of cross sections 22x40mm &amp; 16X35mm without having major knots &amp; defects on the surface.</p> <p>Wooden Top Panel: The wooden top panel is made up of 25mm THK MDF OSR board with membrane foil on facia side. The panel is fitted with 4 nos. of metal insert TN-613 [make-Ebco] and fitted using M6x40mm Philip pan hd screw and M6 washer.</p> <p>Foaming: The entire structure is glued with PU foam with density 60kg/m<sup>3</sup> and 6mm thickness. Front of the armrest is glued with PU foam with density 28kg/m<sup>3</sup> and 10mm thickness.</p> <p>Upholstery: Upholstery is made up of PVC Leatherite and woven polyster fabric .</p> <p>Upholstery: Upholstery is made up of PVC Leatherite and woven polyster fabric .</p> <p>Legs: Polypropylene legs with M8 stud in Black matt finish. 4 nos.of legs are fitted at the bottom of the 1 Seater, 2 Seater, 3 Seater.</p> <p>Assembly: 2 seater with LH/RH Armrest, 3 seater with LH/RH Armrest are assembled together with the M8 bolts &amp; washer. Then a non-woven is stapled on the bottom surface to cover the structure.</p>	16	Each
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	<p>Packet: Each packet contains one assembled sofa with LH/RH armrests with 4 legs.</p> <p>Ref: Drawing No. IITPKD/EWD/FUR/SO/01</p>		
5	<p>Teak wood Teapoy with glass top</p> <p>Size - 900 mm W x 460 mm D x 480 mm H. 8 mm Glass thickness.</p> <p>Ref: Drawing No. IITPKD/EWD/TP/01</p>	8	Each
6	<p>Office table for HoD staff made out of 25 mm Prelaminated Medium Density Fibre Board for table top, 18 mm MDF for side, leg, modesty all as per drawing attached. One side cupboard with one drawer unit on top and openable shutter with one horizontal partition. Side table will have 2 open racks. Size - 1340 mm L x 700 mm W X 750 mm H</p> <p>Side table - 1000 mm L x 450 mm W x 750 mm H .</p> <p>Ref Drawing No. IITPKD/EWD/CR/01</p>	16	Each
7	<p>Supply and fixing glass door metal shelf unit fabricated from high-quality CRCA (Cold Rolled Close Annealed) steel in 22-gauge (0.7 mm) thickness, measuring overall 1960 mm in height, 910 mm in width, and 480 mm in depth. The structure should be fully welded with precision-formed box-beam shelf supports and reinforced corners, finished with a durable epoxy powder coat. It should feature glazed front section with toughened safety glass mounted on a sturdy frame and fitted with a heavy-duty multi-point locking mechanism and ergonomic handles for secure and easy access.</p> <p>Ref Drawing No. IITPKD/EWD/FUR/ALM/01</p>	16	Each
8	<p>Conference Table made of 25 mm Medium Density Fibre Board for table top and supports. The table top shall have beading around 50 mm wide using 25 mm thick Prelaminated MDF.</p> <p>Table Size - 6585 L x 1200 D x 750 H.</p> <p>Ref. Drawing No. IITPKD/EWD/FUR/CT/01</p>	8	Each

**PRE-QUALIFICATION CRITERIA FOR BIDDERS****(To Be Submitted Only Through Online Mode in Appropriate Format)**

Only those bidders fulfilling the following criteria should respond to the tender.

1. Bidder should be either an Original Furniture Manufacturer (OFM), a designer, or authorized distributor of a furniture supplying to the Educational Institute.
2. The bidder should be a Class-I / Class-II Local Supplier meeting the requirement of minimum 20% Local Content in line with the Public Procurement (Preference to Make in India) Order 2017 No. P-45021/2/2017-PP (BE-II) dated 04 Jun 2020.
3. Information related to the agency/bidder, such as photocopies of the Registration/PAN/GST/TIN, shall be furnished.
4. The eligibility cum technical bid should consist of all technical details along with terms and conditions. The bidders should quote their price only in the Financial bid (Cover 2). **Mentioning of Prices in the Eligibility cum Technical Bid (Cover 1) shall lead to DISQUALIFICATION.**
5. Bidders who are bidding for this tender shall have executed during the last FIVE years ending previous day of the last date of submission of bid. The bidder shall upload the completion certificate. Purchase order / Work order will not be considered as an experience certificate.

**THREE similar completed works each costing not less than the amount equal to**

**Rs. 17 Lakhs**

**(OR)**

**TWO similar completed works each costing not less than the amount equal to**

**Rs. 25 lakhs**

**(OR)**

**ONE similar completed works each costing not less than the amount equal to**

**Rs. 33 lakhs**

to Universities/Centrally Funded Technical Institutes /reputed organizations in India. Copies of certificate of successful implementation must be uploaded in cover 1. Copies of financial statements or evidence of turnover must be uploaded. Similar work means **"Furnishing of Laboratories / Office"**

6. Digitally signed Tender Document should be submitted in Cover One
7. The Institute reserves the right to ask for photographs/CAD drawings/ design proofs to satisfy themselves of the proven capabilities of the system being offered. The bidder must provide these details within two working days of receiving such a request via email. Decisions regarding technical compliance of the bidder can be taken on the basis of this information.

## TECHNO-COMMERCIAL BID

(To Be Submitted Only Through Online Mode in Appropriate Format)

<b>A. Company Profile</b>
Name of the Company/Bidder
Postal Address of the Registered Office
Telephone (Landline) No.
Mobile No.
Email Address (Official)
Name of the CEO/Director
Name(s) of the Partners (if applicable)
Registration No. (Upload supporting document)
Type of Firm (Proprietary/Partnership/Private Ltd./Private/MNC/Cooperative/Govt. Undertaking/Any Other)
Email Address and Contact Number(s) of CEO/Director
Year of Establishment
No. of Years of Operations in India
Location of Offices in India / Abroad
PAN (Upload supporting document)
GST (Upload supporting document)
<b>B. Alliances for the Purpose of this Bid, if applicable</b> (Upload supporting document)
Details of Alliance(s)
Type of Alliance(s)
<b>C. Experience/Credentials</b>
No. of similar units installed in India
No. of similar units installed in Karnataka/Tamil Nadu/Telangana/Andhra Pradesh or Kerala or anyother nearby City/Town
List of Clients and Testimonials (Please upload necessary supporting document)
Year of Commencement of Manufacturing the Furniture (pertaining to this Bid)
<b>D. Financial Background of the Firm - Annual Turnover</b> (Upload supporting document signed by Competent Authority)
2022-23
2023-24
2024-25
<b>E. Service Support and Availability of Spares in India</b>
Track record of service provided during last 3 years (Upload supporting documents)
Location and Address of Service Centers
Number of trained Service Engineers
Number of trained Service Engineers exclusively dedicated to each Furniture offered
Number of trained service engineers for the Furniture offered, stationed in Karnataka/Tamil Nadu/Telangana/Andhra Pradesh or Kerala
Number of Application Specialists
Whether the OEM offers any service
Whether the service set up maintains stock of Essential Spares in India
Lead time for Supply of Essential Spares
<b>F. Others</b>
Has the firm ever been debarred/blacklisted by any Govt. Organization/Dept.? If „yes“ details thereof. Upload (supporting document)
<b>Note: Supporting documents, wherever asked for, shall be uploaded along with the bid, without which the bid shall be rejected outright.</b>

**FALL CLAUSE UNDERTAKING****(To Be Submitted Only Through Online Mode in Appropriate Format)**

This is to certify that we have offered the maximum possible discount to you in our Quotation No. \_\_\_\_\_ dated \_\_\_\_\_ **(Please do not reveal the prices here, which will lead to outright rejection of your bid)**. The prices charged for the Stores supplied under tender should under no event be higher than lowest prices at which the party sells the items of identical description to any other Govt. organization/PSU"s/Central Govt, /State Govt. Autonomous bodies/Central/state Universities/Central/State Educational Institutions, failing which the **"FALL CLAUSE"** will be applicable. The institute will look into a reasonable past period to ensure this. In case, if the price charged by our firm is found to be more, **IIT Palakkad** will have the right to recover the excess charged amount from the subsequent/unpaid bill of the supplier.

**Note:**

**This letter of authority should be on the letterhead of the quoting firm and should be signed by a Competent Authority and having the power of attorney.**

**FORMAT FOR SELF-CERTIFICATION UNDER PREFERENCE TO MAKE IN INDIA**  
**(TO BE SUBMITTED ONLY THROUGH ONLINE MODE IN APPROPRIATE FORMAT)**

Format for Affidavit of Self-Certification regarding Minimum Local Content in line with "Make in India" Policy vide GoI Order no. P-45021/2/2017-PP (B.E.-II) dated 15.06.2017 (subsequently revised vide orders dated 28.05.2018, 29.05.2019 and 04.06.2020)

Date: \_\_\_\_\_  
 I/We \_\_\_\_\_ S/o, D/o, W/o, \_\_\_\_\_  
 Resident of \_\_\_\_\_

Hereby solemnly affirm and declare as under:

That I will agree to abide by the terms and conditions of the Public Procurement (Preference to Make in India) Order, 2017 (hereinafter PPP-MII order) of Government of India issued vide Notification No:P-45021/2/2017 -BE-II dated 15/06/2017, its revision dated 28/05/2018 and any subsequent modifications/Amendments, if any and

That the local content for all inputs which constitute the said goods/services/works has been verified by me and I am responsible for the correctness of the claims made therein.

<b>Tick ( ✓ ) and Fill the Appropriate Category</b>	
<input type="checkbox"/>	I/We _____ [name of the manufacturer] hereby confirm in respect of quoted items(s) that Local Content is equal to or more than 50% and come under " <b>Class-I Local Supplier</b> " category.
<input type="checkbox"/>	I/We _____ [name of the manufacturer] hereby confirm in respect of quoted items(s) that Local Content is more than 20% but less than 50% and come under " <b>Class-II Local Supplier</b> " category.
<input type="checkbox"/>	I/We _____ [name of the manufacturer] hereby confirm in respect of quoted items(s) that Local Content is less than or equal to 20% come under " <b>Non-Local Supplier</b> " category.

For and on behalf of..... (Name of firm/entity)

Authorized signatory (To be duly authorized by the Board of Directors)  
 <Insert Name, Designation and Contact No.>

[Note: In case of procurement for a value in excess of Rs. 10 Crores, the bidders shall provide this certificate from statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.]

**FORMAT OF UNDERTAKING, TO BE FURNISHED ON COMPANY LETTER HEAD  
WITH REGARD TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION  
UNDERTAKING REGARDING BLACKLISTING/NON-DEBARMENT**

We hereby confirm and declare that we, M/s -----, is not  
blacklisted/ De-registered/ debarred by any Government department/ Public Sector  
Undertaking/ Private Sector/ or any other agency for which we have Executed/  
Undertaken the works/ Services

For -----

Authorized Signatory Date: