

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF SOCIAL WELFARE,
GLNS COMPLEX, DELHI GATE, DELHI
(CARETAKING BRANCH)**

On line bids are hereby invited for Purchasing of Furniture from reputed firms having business in Delhi. The complete detail of the Tender document is available on website <https://govtprocurement.delhi.gov.in> Online date and time of submission of bid is 04.01.2017 from 4:55 PM and closing date and time of submission of on line tender is 24.01.2017 up to 11.00AM.

Any amendment/Correction in the NIT will be displayed in the website <https://govtprocurement.delhi.gov.in>

(Deputy Director)
(CARE TAKING BRANCH)

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF SOCIAL WELFARE,
GLNS COMPLEX, DELHI GATE, DELHI
(CARETAKING BRANCH)**

SCHEDULE OF TENDER

Tender Enquiry No.	F. 74(60)/2005-06/DSW/CTB
Estimated Value of Tender	Rs. 25lakhs/- (Rs. Twentny five lakh only)
Date of release of tender through procurement solution	04.01.2017, 4.55 PM
Date of pre-bid meeting (In the chamber of Dy Director (CTB), DSW)	09.01.2017, 11.00 AM
Last date/time for downloading and submission of Bid Documents	24.01.2017, 11.00 AM
Last date/time for submission of EMD	24.01.2017, 11.00 AM
Date / Time of opening of Technical Bids	24.01.2017, 12.00 PM
Date / Time of opening of Financial Bids	To be notified Later and can be seen on website

A. INVITATION OF BIDS

- Online bids are invited for purchasing of Furniture as per annexure attached from reputed Firms/ owners having capacity to supply the required furniture AND HAVING BUSINESS IN Delhi in this field for the last three years for the supply of Furniture.
- Tenderers/Bidders are advised to study the tender document carefully before submitting the tender form. It will be presumed that the tenderer/bidder have considered and accepted all the terms and conditions of this tender. BIDS MUST BE UNCONDITIONAL. Separate (duly filled) Online Bids should be prepared in accordance with the prescribed format Annexure-I (Technical Bid i.e. Details of the Agency) and Annexure-II (Financial Bid) of the tender document, and be submitted on **e-procurement portal**.
- EMD:-** *The contractor shall deposit Bid Security (EMD) for an amount of Rs. 50,000/- (Rs. Fifty thousand only) in any of the following forms Account Payee DD, Fixed Deposit Receipt from a commercial bank, or Bank Guarantee from a commercial bank in an acceptable form in favour of **Director, Department of Social Welfare, GNCT of Delhi, GLNS Complex, Delhi Gate, New Delhi -110002.***

4. The tender form is nontransferable.
5. The prospective bidder shall furnish the following documents along with their technical bid (Annexure I) if applicable :-
 - (i) Self attested copy of PAN No. card under Income Tax Act;
 - (ii) Self attested copy of Service Tax Registration Number;
 - (iii) Self attested copy of Valid Registration No. of the Agency/Firm;
 - (iv) Bid Security of **Rs.50,000/- (Fifty Thousand only)**;
 - (v) An undertaking to the effect that the Agency has not been blacklisted by any of the Departments/Organizations of the Government of India/Government of NCT of Delhi and no criminal case is pending against the said firm/agency;
 - (vi) Terms and conditions duly accepted/signed with the stamp of the prospective bidder;
 - (vii) Proof to the effect that bidder has experience of providing similar works for at least last three consecutive years.
 - (viii) Self attested copy of VAT Registration Number;

B. ELIGIBILITY:

1. The bidder should have the experience of providing similar works for at least last three consecutive years in any of the Departments / Autonomous Institutions / Universities /Public Sector Undertakings of the Government of India or Government of NCT of Delhi or any other State Government or Public Sector Banks or Local Bodies/Municipalities. Proof to this effect to be attached with Technical Bid.
2. The bidder firm/agency/company should have a valid registrations such as Permanent Account Number (PAN) of the Income Tax Deptt; Service Tax Registration Number; Registration No. of the Agency/Firm and to enclose proof for the same.
3. The bidder should submit an undertaking with the Technical Bid to the effect that he or his firm has not been black listed by any of the Departments/Organizations of the Government of India/Government of NCT of Delhi and no criminal case is pending against the said firm on the date of submission of this bid (Prescribe proforma as per Annexure III).

4. The bidder should have registered in his/her name or in the name of firm/company and the company should have the capacity to provide the requisite furniture as per specification mentioned in the schedule.
5. The bidder should submit an undertaking with the Technical Bid to the effect that Terms and conditions of the Tender are duly accepted /signed with the stamp of the prospective bidder:-

- (a) All registered agencies who are providing similar kind of services for at least last three years as given below and having annual average turnover of **Rs. 7,50,000/- (Rs. Seven lakh fifty thousand only)** during the last three financial years i.e. 2014-15, 2013-14 & 2012-13 may submit the bids in the prescribed format.

The bidder should have the experience of similar works in any of the Departments/Autonomous Institutions/Universities/Public Sector Undertakings of the Government of India or Government of NCT of Delhi or any other State Government or Public Sector Banks or Local Bodies/Municipalities or reputed **Multinational companies** as follows:-

(b) Three similar works costing not less than the amount equal to Rs. 10,00,000/- each in one Department ,or

(c) Two similar works costing not less than the amount equal to Rs. 12,50,000/- each in one Department , or

(d) One similar work costing not less than the amount equal to Rs.20,00,000/- in one Department.

Note :- Experience certificate and TDS Certificate which shows that work done by the agency or payment has been received must be attached.

6. The bidder should submit an undertaking with the Technical Bid to the effect that Terms and conditions of the Tender are duly accepted /signed with the stamp of the prospective bidder.

C. PROCEDURE OF SUBMISSION OF BIDS:

1. EMD for an amount of Rs. 50,000/- (Rs. Fifty thousand only) in any of the following forms Account Payee DD, Fixed Deposit Receipt from a commercial bank, or Bank Guarantee from a commercial bank in an acceptable form in favour of Director, Department of Social Welfare. EMD should be deposited physically in the Office of the Director, Department of Social Welfare, GNCT of Delhi, GLNS Complex, Delhi gate, New Delhi-110002 before opening of Tender.
2. Financial Bids will be opened only of those firms which qualify technical bid.
3. The Bids will be rejected in the event of information being found false or detected incorrect or incomplete at any stage prescribed in the tender or any ineligibility being detected, and no correspondence thereof shall be entertained, whatsoever.

4. The Bid Security will be forfeited in the following conditions:-

- I. If at any stage, any of the information/declaration given by the bidder is found false.
- II. If a bidder withdraws his bid during the period of bid validity specified in the terms and conditions of tender.
- III. In case of any lapse/default in honoring of the terms and conditions at any stage after submitting the tender.
- IV. In case of final selection of bidder, if he fails to enter into the contract or fails to furnish Performance Security in accordance with the terms and conditions of the tender.

D. TERMS & CONDITIONS:

Terms and Conditions of the tender are as under:-

- 1 Bidder shall supply the furniture within 15 days of the award of work order.
- 2 The Bidder should take care that no column in the **e-tender** should be left blanks which would be otherwise made the tender liable for rejection. In case any column has to be left blank, it should be filled as "NOT APPLICABLE".
- 3 Any act on the part of the bidder to influence anybody in the Department is liable for rejection of the tender.
- 4 The rates quoted should be exclusive of Sale Tax /VAT and other incidental charges. However, Sale Tax/VAT chargeable may be given separately. The rate should also be clear in all respect i.e. without any hidden charges.
- 5 The supplies should strictly be according to the specimen approved by the Department.
- 6 The rates should be Free on delivery to the department and delivery will be at our destination.
- 7 The Bidder should quote only one rate for any particular item along with its product name/brand (if any).
- 8 The Department reserves the right to increase /decrease quantity required or deletes any item from the requirement as mentioned in the tender document.
- 10 During the period of contract, the rates will not be revised with the revision.
- 11 The Director, Department of Social Welfare reserves the right to relax any term or condition mentioned herein.
- 12 All the disputes shall be subject to Delhi Jurisdiction.

E. PENALTIES:

1. For not providing furniture within 30 days Rs. 2000/- will be imposed per day and maximum penalty as decided by the Competent Authority.
2. For causing damage to the public property: Three times the market value of the damaged property or Rs.5000/- whichever is higher per default.
3. For breach of any of the conditions of the contract: Termination of contract and forfeiture of EMD or a minimum penalty of Rs.5000/- per default as the case may be depending upon the grounds of violation.
4. For persistent breach or unsatisfactory services- termination of supply order along with forfeiture of EMD and blacklisting.

F. PAYMENT TERMS:

1. The payment shall be made on submission of the bills (In triplicate) after the satisfactorily supply of the furniture, at approved rates after deducting penalties /Taxes, if any. No advance payment will be made. The Bidder while raising the bill should clearly mention full details of the furniture supplied.

G. BID EVALUATION CRITERIA:

1. In case it is found that the bidder as per the requirement of the bid has not quoted any specified item his bid on that particular item shall be evaluated on the basis of highest quoted rates.

H. OPENING OF THE TENDER:

- 1 In case, any holiday is declared by the Government on date of opening of the tender, the tender will be opened on the next working day.

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- 2 In response to letter No. 26/5/2013/-PPD, Government of India, Ministry of Finance, Department of Expenditure (Procurement Policy Division dated 25-04-2013 any bidder can ask any query/question/ regarding the bidding condition, bidding process and /or rejection of its bid if any.

Annexure - I**TECHNICAL BID (TO BE UPLOADED ON THE E-PROCUREMENT WEBSITE)**

Name of the Firm/ Agency(Address with Ph. No.)	
Address and Tele. No. of the Bidder	
Registration No of the Firm:	
Name, Designation, Address & Tele. No. of the Authorized person to deal with:	
Constitution of the Firm (Attach proof):	
VAT Registration No.	
Permanent Account Number (PAN):	
Service Tax Regn. Number	
Provident Fund Registration Number:	
ESI Registration Number:	
License Number under Contract Labour Act:	
Whether the firm/its sister concern have been awarded tender for Furniture in the past by the Department, If yes, complete details thereof	
Proof of Annual Average Turnover as stated in clause B .5 (a) (balance sheet/Form No. 16A/Income tax return of last Three financial Years (i.e 2014-15, 2013-14, 2012-13).	
Proof of experiences as stated in clause B. 5 (b), (c) and (d) supported by TDS documents from the concerned organizations.	
undertaking Agency hasn't been blacklisted/debarred by GOI/GNCTD noncriminal case is pending against the said firm/agency.	
Terms and conditions duly accepted/signed with the stamp of the prospective bidder.	
Details of EMD	
Dully filled and signed of Annexure -1	

This is to certify that I/we have carefully read the contents of the tender document and fully understood all the terms and conditions therein and undertakes myself/ourselves to abide by the same.

Signature of the Bidder _____

Place:

Name of the Signatory _____

Date: __/__/2017

Name of the Firm/agency _____

Seal of the Firm/Agency _____

FINANCIAL BID

**Schedule of Prices for Purchasing of Furniture for the
Department of Social Welfare, GNCT of Delhi in the manner
as specified in specifications and bidding documents.**

Name and address of the Bidder:_____

To,
Director
Department of Social Welfare,
Govt. of NCT of Delhi
GLNS Complex, Delhi Gate
New Delhi-110002.

Tender Inviting Authority	Director, Department of Social Welfare
Name of Work :-	Purchase of Furniture
File No. :	No.F.74(60)/2005i/ 06/DSW/CTB/
Bidder Name :	
SCHEDULE OF WORKS	

Sr No.	Furniture items Reqd.	Qty	Rate per item (in Rs.) Without Tax
1.	Executive Chair:- Manufacturing and placing in position revolving chair with pneumatic adjustable height device (i) Back and seat frame as per contour made out of 19mm dia 1.6mm thick M.S tube (ii) Horizontal Helical springs fixed to seat frame and horizontal MS. flats welded to back frame (iii) 25mm dia (min.) M.S. shaft, chrome plated grooved for adjusting the height welded to powder coated MS assemble at tip end and assembly fixed to bottom of the seat. (iv) Chrome plated five pronged aluminium die cast / M.S. fabricated support for chair, provided with twin wheel, caster including height adjusting device to receive other end of MS shaft (v) A pair of polyurethane arms of Size not less than 50mm x 20mm fixed seat and back with screws of required size (vi) The seat and back provided with 12mm thick polyurethane foam of density not less than 32 kg./cum glued to 25mm thick P.U- foam which in turn fixed to / placed on 12mm thick of rubberized coir sandwiching the helical spring/MS flat (vi) The rear portion provided with 6mm thick polyurethane foam.	09	
2	Executive Table- Steel Executive Table of 18 guage pipe size 72"x48"x30" having three drawer one side and one cup board another side, with sunmica top of best quality, made up of CRCA Prime quality with 7 tank antirust rust treatment duly Powder coated 45+ micron and complete in all respect with 25mm PLPB Top edge	03	

	binded of ISI make.		
3	Visitors' chair- Manufacturing and placing in position visitor chair with (i) Back and seat frame as per contour made out of 19mm dia 1.6mm thick M.S. tube (ii) Horizontal helical spring fixed seat frame and horizontal MS flats welded to back frame (iii) Chrome plated M.S. tube frame for leg & chair frame (iv) A pair of polyurethane arms of size not less than 50mm x 20mm fixed to seat and back with screws of required size (v) The seat and back provided with 12mm thick polyurethane foam of density not less than 32 kg./cum glued to 25mm thick P.U- foam which in turn fixed to / placed on 12mm thick of rubberized coir sandwiching the helical spring/MS flat (vi) The rear portion provided with 6mm thick polyurethane foam.	54	
4	Officer's Table- Officer Table with 3 drawer box & 1 cupboard front panel covered, 1675 x 865x 762mm made up of CRCA Prime quality with 7 tank antirust rust treatment duly Powder coated 45+ micron with 25mm PLPB Top edge binded of ISI make.	34	
5	Officer's Chair- Manufacturing and placing in position revolving chair with pneumatic adjustable height device (i) Back and seat frame as per contour made out of 19mm dia 1.6mm thick M.S tube (ii) Horizontal Helical springs fixed to seat frame and horizontal MS. flats welded to back frame (iii) 25mm dia (min.) M.S. shaft, chrome plated grooved for adjusting the height welded to powder coated MS assemble at tip end and assembly fixed to bottom of the seat. (iv) Chrome plated five pronged aluminium die cast / M.S. fabricated support for chair, provided with twin wheel, caster including height adjusting device to receive other end of MS shaft (v) A pair of polyurethane arms of Size not less than 50mm x 20mm fixed seat and back with screws of required size (vi) The seat and back provided with 12mm thick polyurethane foam of density not less than 32 kg./cum glued to 25mm thick P.U- foam which in turn fixed to / placed on 12mm thick of rubberized coir sandwiching the helical spring/MS flat (vi) The rear portion provided with 6mm thick polyurethane foam.	36	
6	Sofa Set- Sofa set made of seasoned wood (3 pcs.) (5 seats) of the size length 5'3" back height 26" width 24/ thickness of seat 10" length of the single seat 22" of sleep well HD form thickness 4" covered with leather foam banyan foam/cloth.	02	
7	Centre Table- Centre Table Wooden of size 4'x2 1.5' having sunmica top with book shelf open from all sides made of teak wood with sprit polish	02	
8	Computer Table- Computer Table of the size 3'x2'x2.5 having one key board drawer and two shelves for UPS and CPU based on steel pipe 1"x1" , made up of CRCA Prime quality with 7 tank antirust rust treatment duly Powder coated 45+ micron with 25mm PLPB Top edge binded of ISI make.	22	
9	Visitors Bench- Steel Bench three seater chrome plated.	05	
10	Almirah (big)- Steel Almirah of the size 78" x 36" x 19" having four shelves making five compartment, 20/22 gauge over all with locking arrangement made up of CRCA Prime quality with 7 tank antirust rust treatment duly Powder coated 45+ micron without locker.	56	
11	File Rack- Steel Filing rack of the size 75" x 36" x 18" having three compartment covered from three sides with MS sheet, slotted angle iron 40x40x2 mm and 20 gauge shelves, made up of CRCA Prime quality with 7 tank antirust rust treatment duly Powder coated 45+ micron .	15	
12	Side rack- Steel side rack of the size 50" x 30" x 15" having three	10	

	shelves 20 guage sheet and 40x40x2 mm and 20 gauge shelves, made up of CRCA Prime quality with 7 tank antirust rust treatment duly Powder coated 45+ micron.		
13	Steel Bench- Steel Bench three seater in SS.	13	
14	Office Chair- Manufacturing and placing in position revolving chair with pneumatic adjustable height device (i) Back and seat frame as per contour made out of 19mm dia 1.6mm thick M.S tube (ii) Horizontal Helical springs fixed to seat frame and horizontal MS. flats welded to back frame (iii) 25mm dia (min.) M.S. shaft, chrome plated grooved for adjusting the height welded to powder coated MS assemble at tip end and assembly fixed to bottom of the seat. (iv) Chrome plated five pronged aluminium die cast / M.S. fabricated support for chair, provided with twin wheel, caster including height adjusting device to receive other end of MS shaft (v) A pair of polyurethane arms of Size not less than 50mm x 20mm fixed seat and back with screws of required size (vi) The back provided with 12mm thick polyurethane foam of density not less than 32kg/ cum glued to 25mm thick rubber foam which in turn fixed to / placed on two layers (12mm thick and 25mm thick) of rubberized coir sandwiching the helical springs MS. Flats (vii) The rear to back provided with 6mm thick polyurethane foam.	35	
15	Cabinet with rack- Steel filling cabinet four drawers fitted cradle bars and complete in all respect 20-22 guage height 1330depth 600 width 464.	03	
16	Side cabinet- Wooden Cabinet having dimension 3'x2'x2.5", understructure 18mm prelaminated particle board with 25 mm PLPB Top edge binded of ISI make.	04	

During the period of contract, the rates will not be revised with the revision of any taxes by the Government of NCT of Delhi or by the Government of India. The prospective bidder may quote the rates accordingly taking into consideration of this aspect. The columns shall be clearly filled in ink legibly or typed. The bidder should quote the number, rates and amount tendered by him/them in figures and as well as in words. Alterations, if any, unless legibly attested by the bidder shall disqualify the tender. The bidder shall take care that the rate and amount may be written in such a way that interpolation is not possible. No column should be left blank which would be otherwise made the tender liable for rejection.

Signature of the Bidder _____
Name of the Signatory _____
Name of the Firm/agency _____
Seal of the Firm/Agency _____

UNDERTAKING

It is certified that my firm/agency/company has never been **black listed** by any of the Departments/Autonomous Institutions/Universities/Public Sector Undertakings of the Government of India or Government of NCT of Delhi or any other State Government or Public Sector Banks or Local Bodies/Municipalities and no criminal case is pending against the said firm/agency as on -----

Signature of the Bidder _____

Place:

Name of the Signatory _____

Date: __/__/2017

Name of the Firm/agency _____

Seal of the Firm/Agency _____