

**OFFICE OF THE PROJECT DIRECTOR
ASSAM STATE AIDS CONTROL SOCIETY
KHANAPARA: GUWAHATI-22**





No. ASACS/NACP-IV/CST/KCCH Proc/2017/96/


Dated 04/05/2018

Notice Inviting Tender

Sealed quotation in single bid system affixing non-refundable court fees Stamp worth of Rs. 8.25 (Rupees eight and paise twenty five) only are invited from the reputed manufacturers /Authorized Dealers /authorized distributors for supply of under mentioned furniture in Kasturi Child Care Home, Guwahati for Assam State AIDS Control Society, Khanapara, Guwahati-22. The quotation must reach the undersigned on or before **01/06/2018** up to **1:30 P.M.** after which no quotation will be accepted. The quotation will be opened on the same day at **2:00 P.M.** in presence of the bidders or their authorized representatives, if any. No Complaint will be entertained and considered on the plea of postal delay or otherwise and also no correspondence will be made or entertained regarding non-compliance of any terms and conditions and submission of documents along with the quotations as required.

List of Items:-

Sl No	Items	Images	Quantity
1	Sofa Set (3/1/1):- Description : 1 Three Seater Sofa and 2 Single Seater Sofa, Frame Material : Solid Wood, Upholstery Material :Fabric, Filling Material :Foam, colour : dark colours (other than white, cream etc.)		1 set
2	Dinning cum study table:- Description : 1 desk & 2 bench in a set. Made from Good Quality Wood. Size Desk : length 5ft X width 2.5 ft, Size Bench length 5 ft X width 1 ft		3 sets
3	Almirah (Big size):- Description :Welded Almirah made with 0.8mm thk CRCA steel epoxy powder coated, SIZE: 916 mmW x 486 mm D x 1981 mm H. The almirah should have 4 nos adjustable full shalves. Should have hinged door arrangement and the lock should have 3 way locking machanism. Should have screw type leveler for adjusment.		5 nos.
4	Library Almirah :- Description : Multibend construction with press fit fastner free design. Door with equalizing scissor mechanism for easy opening and closing. 10 lever cam lock. 330 mm clear space, anti corrosion treated components and oven baked powder coating process. Dimension Outer: 1736H x 914W x 320D mm Top, bottom, LH & RH sides and back material thickness = 0.8 mm. Removable Glass Door with 3 mm Glass (4 Nos) with equalizing mechanism for easy operation. 4 Nos shelf with stiffener to take more load of material thickness = 0.8 mm. 330mm Clear space for more storage.		1 nos.
5	Inverter Set:- Description : 1.4 - 1.6 KVA sine wave inverter (warranty 2 years) with 2 nos. 200 Ah, 12V tubular battery, warranty 42 months or more full replacement		1 set
6	Shoe Rack:- Description : preferable Length (44.92 inches), Width (14.97 inches), Height (17.97 inches) Primary Material: MDF Color: Dark Brown/ Black, Style: Modern, made from light-weight, yet durable PPB (Pre-laminated Particle Board) and MDF (Medium Density Fiber)		2 Nos

7	Double Storied Child Bunk Bed :- Description: Bed Size – Single, Built-in ladder, Railing included, Primary Material –Metal, Primary Material sub type : carbon steel		3 Nos.
8	Quilts/ Mattress with cover :- Description : Single Size, Length: 72 inch, Width: 30 inch, Thickness: 4 inch (6 ft x 2 ft 6 in x 4 in) Support Type: High Density (HD) Foam, Comfort Layer: PU Foam		17 Nos.

A. All quotations duly sealed must be addressed to the Project Director, Assam State AIDS Control Society, Khanapara, Guwahati-22, and super scribed as ‘**Tender for Supply of Furniture for Assam SACS**’ on the top of the sealed cover. Full name and address of the bidder should be mentioned on the cover.

B. ELIGIBILITY CRITERIA

- Bidder shall either be a manufacturer or a distributor/dealer having experience of supplying Furniture to Govt. Organizations/ reputed private organizations
- Average Annual turnover of the bidder in the last three financial years i.e. 2013-14, 2014-15, 2015-16 from sales of Hospital Furniture & Fixtures shall not be less than Rs.10 (Ten) Lacs.
- Bidder should have at least 3(Three) years Market Standing as supplier of Furniture & Fixture.
- Bidder should have experience & knowledge of modes of packing, distribution & transportation of such items under any weather conditions.
- Bidder who has been blacklisted either by the Tender Inviting Authority or by any State Government or Central Government Organization will not be allowed to participate in the tender during the period of blacklisting.

C. The following documents (Photostat copy) should be enclosed along-with the quotation:

1. GST Registration Certificate.
2. Up to date Trade License.
3. Photocopy of PAN Card and Bank A/C details.
4. Manufacturer’s Authorization Letter.
5. Company Price list, Leaflet/ Catalogue in support of the items quoted is must.
6. Attested copies of valid ISO certificate (of manufacturers whose products have been offered)
7. List of authorized service centers available in the state of Assam

D. BID PRICE

- a) Each page of the Price Bid should be duly signed by the Bidder affixing the office seal
- b) Bid should be typewritten and every correction in the bid should be attested with full signature by the Bidder, failing which the bid will be ineligible. Corrections done with correction fluid should also be duly attested
- c) Bidder should submit the quotation as per format enclosed herewith. Company Price list, Leaflet/ Catalogue in support of the items quoted is must
- d) All duties, taxes, delivery charges and other levies payable by the bidder under the contract shall be included in the total price. The rate quoted per unit shall be the landed cost at destination, inclusive of packing, forwarding, Excise Duty, Sales Tax / VAT, Freight, Insurance etc, whichever is applicable, showing the break – up of cost for taxes and duties.
- e) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to change/ modification on any account.
- f) The prices shall be quoted in Indian Rupee only.
- g) Minimum warranty period should be 1 (one) year for all the quoted items.

E. VALIDITY OF QUOTATION

Bids shall remain valid for acceptance for a period of 90 days after opening of Bid. Bids with shorter validity shall be rejected. Purchaser may solicit bidders consent to an extension of validity period. A bidder may refuse extension request without forfeiting the EMD.

F. VALIDITY OF OFFER OF SUCCESSFUL BIDDER:

The validity of offer of the successful bidder shall be at least 1(one) year from the date of finalization of the order and the successful bidder will be bound to supply the items at agreed rates and terms during this period. This validity period may be further extended with mutual consent.

G. EARNEST MONEY DEPOSIT

All bids must be accompanied with **EARNEST MONEY DEPOSIT @ 2%** of the quoted value in the form of Demand Draft/Bankers Cheque in favour of the Project Director, Assam State AIDS Control Society, payable at Guwahati. EMD of the successful bidder shall be retained till completion of the contract but shall not carry any interest. In case the successful bidder fails to execute the contract or withdraws the bid within the validity period of the bid, EMD shall be forfeited. The EMD of the unsuccessful bidders will be returned after finalization of the tender.

H. PERFORMANCE SECURITY DEPOSIT:

Security Deposit @ 8% of the order value in will be deducted from the payment. The Performance Security Deposit shall be released after 2 (two) months of successful completion of the warranty period, after receiving good status report from the user.

I. ANNULMENT OF AWARD, FORFEITURE OF SECURITY DEPOSIT & FRESH AWARD

Failure of the successful bidder to comply with the requirements shall constitute sufficient grounds for annulment of the award and forfeiture of the bid security. Under such situation, the proposal may be reviewed for award of the contract on the next lowest evaluated technically qualified bidder or go for a fresh bid depending on the circumstance.

J. DELAY IN DELIVERY

- a) In case there is delay in delivery beyond the stipulated period, there shall be reduction in price @ 0.5% of the value of delayed goods per week of delay or part thereof subject to a maximum of 10% of the total order value.
- b) Once the maximum price reduction is reached, termination of the contract may be considered.
- c) Non-performance of the contract provisions shall make the successful bidder liable to be disqualified to participate in any tender for the next 5 years, in addition to forfeiture of EMD and other penal provisions.

K. EVALUATION OF QUOTATIONS

The bidder to quote the lowest rate (L1) may not be the successful bidder if he fails to fulfill the technical/ specifications criteria, looks, design, comfort, quality of the products. Bidder(s) to fulfill all **technical and specifications criteria** shall only be recommended for Price Bid Evaluation.

- a) The tender will be evaluated under QCBS system. 60% weightage will be given to the marks from quality and looks and 40% weightage will be given to price..
- b) Tenders will be evaluated with reference to various criteria and one of such criteria is that the rate per unit (**landed price including all taxes**) for determining the L1 rate (Lowest rate). Conditional discounts shall not be taken into account for price comparison. However same shall be considered in case of placing order if the bidder happens to be L1.
- c) The quantity of each item indicated in the bid document is tentative and subject to change depending on actual requirement.

L. INSPECTION & QUALITY ASSURANCE

The purchaser and /or his authorized representative(s) have the right to inspect the manufacturing unit or the store of the supplier who have quoted for this tender, before accepting their rates or before awarding the contract, or at any point of time during the continuance of the tender and has also the right to reject the tender or not to reorder based on facts brought out during such inspections. However, such

inspection shall not absolve the supplier from his responsibility of strictly adhering to the specifications & other conditions spelt out in the tender.

M. FRAUD & CORRUPTION:

The bidders, suppliers & contractors shall observe the highest standard of ethics during bidding and during performance of the contract. For the purposes of this provision, the following acts shall be considered as corrupt and / or fraudulent practices -

1. "Corrupt Practice" means offering, giving, receiving, or soliciting directly or indirectly, of anything of value to influence the action of an official in the procurement process or in contract execution.
2. "Fraudulent Practice" means misrepresentation or omission of facts in execution of contract.
3. "Collusive practice" means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at artificial, non-competitive level.
4. "Coercive Practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process or in execution of a contract.

During the process of evaluation of a bid or proposal for award of a contract, if it is detected that a bidder directly or through agent has engaged in corrupt, fraudulent, collusive or coercive practice in competing for the contract in question, then a) the bid shall be rejected and b) declare the firm ineligible for a specific period or indefinitely to participate in a bidding process. However, if any such practice is detected at any subsequent stage or during execution of the contract, the Tender Inviting Authority will exercise the right to cancel the contract and make suitable alternative arrangement at the risk and cost of such offending bidder.

N. ARBITRATION

Any dispute whatsoever in any way arising out of or relating to the contract shall be referred to arbitration of the Project Director, Assam State AIDS Control Society or to the sole arbitration of some person nominated by him. There shall be no objection if the arbitrator so appointed happens to be an employee of Assam State AIDS Control Society. The award of the arbitrator shall be final, conclusive and binding on all parties.

O. PAYMENT TERMS: The paying authority on production of the following documents shall make Payment:-

- a. The original Challan Copy.
- b. Invoice in triplicate.
- c. On receipt of the above documents the paying authority shall make payment to the supplier.

P. SAVING CLAUSE:-

No suit, prosecution or any legal proceedings shall lie against Tender Inviting Authority or any person for anything that is done in good faith or intended to be done in pursuance of tender

Q. Project Director, Assam State AIDS Control Society, reserves the right to accept or reject any or whole of the Tender without assigning any reason there of and does not bind himself to accept the lowest or any other rates. The decision of the Project Director, Assam State AIDS Control Society, will be binding and final in all cases.

**Project Director
Assam State AIDS Control Society
Khanapara, Guwahati-22**

Format of Price Bid

Sl. No.	Items	Mfg/ Brand	Unit Cost in INR	Taxes (GST)
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**Project Director
Assam State AIDS Control Society
Khanapara, Guwahati-22**