



राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय
NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA
Saitsophen, Sohra -793108, Meghalaya

Phone: 0364-2501215
Fax :0364-2501113
Web:http://www.nitm.ac.in/

Ref. GeM Bid No.- GEM/2024/B/4684172

Date: 23.02.2024

E-NOTICE INVITING QUOTATION (E-NIQ) FOR SUPPLY AND INSTALLATION OF BOARD ROOM, MEETING ROOM, SENATE HALL, AND INTERVIEW ROOM FURNITURES AT NIT MEGHALAYA, PERMANENT CAMPUS, SAITSOHPEN, SOHRA, 793108, MEGHALAYA

NIT Meghalaya invites online Tenders through **GeM portal** from eligible Bidders for procurement of Furniture at NIT Meghalaya, Sohra Campus as per details mentioned in the **Annexure-I**, attached herewith.

Prescribed Tender documents, detailed fees, and specifications, bid instructions and Terms & Conditions can be downloaded from the GeM Portal or from the Institute website (<http://www.nitm.ac.in/>). The bidding process (submission and finalization) will be done in online mode through GeM Portal. The bidders may submit/upload their bid through GeM Portal.

Kindly read the NIQ document carefully before participating. It shall be deemed that submission of bid by the bidder has been done after their careful study and examination of the NIQ terms with full understanding to its implications. Any lack of information shall not in any way relieve the bidder of its responsibility to fulfil its obligations under the Bid.

The Director NITM will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, the Purchase Order. Fraudulent Practice means a misrepresentation of facts to influence a procurement process and includes collusive practice among bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive NITM of the benefits of free and fair competition. Corrupt Practice means offering, giving, receiving, or soliciting of anything of value, pressurizing to influence the action of a public official in the process of this purchase execution.

It is to note that, the item wise quantity as mentioned in Annexure-I may subject to changes as well as some components of the items mentioned in Annexure-I may be excluded during the time of P.O. at the discretion of NIT Meghalaya.

BID INSTRUCTIONS:

01. The offer must be submitted Single Packet in GeM Portal consisting of both technical and financial bids.
02. **Submission of Compliance Certificate:** Duly filled in and signed Compliance Certificates (as per format at Annexure-II A&B) are a must with the technical bid.
03. **Bid not transferable:** The bid documents are not transferable and the seal and signature of the authorized official of the firms must appear on all the papers and envelopes submitted.
04. The quantity mentioned for each item in Annexure-I may increase/decrease depending on requirements.
05. The GST Registration Certificate should be closed along with the tender documents.
06. The relevant catalogue of the items (if any) must be closed.
07. **Interested vendors may interact with Dr. M. Longshithung Patton, Chairman Furniture Committee, NIT Meghalaya,** for any queries @ email ID @ mlpatton@nitm.ac.in
08. For e-way bills the successful vendor must apply online via <https://ewaybill.nic.in/ewb.html>.

NIO TERMS & CONDITIONS:

01. **Rates:** Rates quoted in the Price Bid should be on DOOR DELIVERY at NIT MEGHALAYA, NIT MEGHALAYA, PERMANENT CAMPUS, SAITSOHPEN, SOHRA – 793108, MEGHALAYA basis as per details below to be quoted in the BOQ: -

Group:	Item Sl. No.	Item name	
Sl. No.	Particulars		Rate
I	Basic Price (per unit)		
	Discount if any		
	Total		
	GST (pl. breakup CGST/SGST/IGST)		
	Total (per unit)		
	Grand total for the item		
II	Transportation charges up to NIT MEGHALAYA, PERMANENT CAMPUS, SAITSOHPEN, SOHRA-793108, MEGHALAYA		
III	Transit Insurance covering all risk up to 10 days after delivery (if applicable)		
	Grand total on door delivery at NIT MEGHALAYA, PERMANENT CAMPUS, SAITSOHPEN, SOHRA-793108, MEGHALAYA		

Note: Vague terms like “packing, forwarding, transportation etc. extra” without mentioning the specific amount will not be accepted. Such offers shall be treated as incomplete and rejected.

02. **Quotations must be submitted in Indian Rupees (INR) only.** If goods are to be imported, the quotations shall include all charges for customs clearance, clearing agent fees, landing port handling charges, insurance etc. and onward transportation of the goods from the port/airport of landing for door delivery up to **NIT MEGHALAYA, PERMANENT CAMPUS, SAITSOHPEN, SOHRA - 793108, MEGHALAYA.**
03. NIT Meghalaya has a valid registration with the Department of Scientific and Industrial Research (DSIR), Ministry of Science & Technology, Government of India for availing Customs/Central Excise Duty exemption. NIT Meghalaya will provide all necessary certificates, authorizations and documents required for clearing the consignment and for onward transportation **NIT MEGHALAYA, PERMANENT CAMPUS, SAITSOHPEN, SOHRA - 793108, MEGHALAYA.**
04. All documents submitted should be digitally signed by the bidder.
05. Bidder must unconditionally accept all terms and conditions stipulated in the tender document and all pages of the bid including all enclosures should be numbered and must be duly filled in and digitally signed by the bidder or his authorized representative.
06. The bidder must also upload a digitally signed copy of the **Tender Acceptance Letter** in the format given in Annexure-V.
07. **Validity of Quotation: Quoted rates must be valid for 120 days from the date of quotation.**
08. **Warranty: The quoted items must be warranted for a minimum of three (03) years from the date of successful installation.**
09. **Literature must:** All the quotations must be supported by the printed technical data sheet/ literature and the specifications mentioned in the quotation must be reflected/ supported by such printed technical datasheet/ literature. The make, model no. and specifications quoted should invariably be highlighted in the datasheets/literature for easy reference.
10. Details of the supply of similar items to Institutes of National Importance/universities/organizations/CSIR laboratories etc. (preferably those located in the Northeastern region) may be provided along with the technical bids. However, the final decision of acceptance rests with the competent authority.
11. **Presentation:** Technically qualified bidders may be called upon to give a full presentation of the quoted

items at the NIT Meghalaya campus before the opening of the Price bid as a support of their Technical Quotations and for any clarifications.

12. **After-Sales Service:** A vendor should provide post-sales services for repair, maintenance, AMC etc. in Meghalaya. Bidders should clearly state the detailed address, contact number, and email ids of the ‘after-sales service center’ in Meghalaya, India in Bidder’s Details under Statutory Cover without which their offers shall be liable for rejection. Service against any complaint must be provided within 12 hours.
13. **EMD:** - Earnest Money: Refundable earnest money deposit (EMD) of **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand only)** only through demand draft drawn (of any Nationalized/Scheduled Bank) in favour of “**National Institute of Technology Meghalaya**”, payable at Shillong, will have to accompany the technical Bid. The EMD of unsuccessful bidders shall be returned without any interest after award of contract. EMD of the successful bidder will be released without interest on submission of the Performance Bank Guarantee or delivery of the ordered items, as applicable.

Firms registered under MSME will be exempted from submitting EMD. In case of firms registered under NSIC, exemption will be given to the permissible extent, as indicated in their Certificate. All vendors claiming exemption must submit copies of their valid **MSME/NSIC registration Certificate** (along with the Technical Bid in case of two bid system). Offers received without Earnest Money or valid Certificate shall be summarily rejected.

14. **Performance Bank Guarantee (PBG):** The successful bidder shall furnish an unconditional PBG (asper format at Annexure II) for 3% of the Purchase Order value from a Nationalized/Scheduled Bank of India, before release of the payment. Else 3% of the billed amount will be deducted as security deposit. Where the PBG is obtained by a foreign bank, it shall be endorsed by a Nationalized/Scheduled Indian bank and shall be governed by Indian Laws and be subject to the jurisdiction of courts at Shillong. The PBG shall guarantee that,
 - The Vendor guarantees satisfactory operation of the Equipment & components against poor workmanship, bad quality of materials used, faulty designs and poor performance.
 - The Vendor shall, at his own cost, rectify the defects/replace the items supplied, for defects identified during the period of guarantee/warranty.

The PBG shall remain valid for period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.

15. **Delivery:**

- a. Time Limit: **Maximum within 45 days from the date of issue of Purchase Order (P.O).**
- b. Safe Delivery: **All aspects of safe delivery shall be the exclusive responsibility of the vendor.** At the destination site, the package will be opened only in the presence of the NIT user/representative and vendor’s representative. The intact condition of the package and the seal/indicators for not being tampered with shall form the basis for certifying the receipt in good condition.
- c. Insurance: The supplier is to establish ‘All Risk Transit Insurance’ coverage till door delivery at **NIT MEGHALAYA, PERMANENT CAMPUS, SAITSOHPEN, SOHRA-793108, MEGHALAYA.**
- d. Part Delivery: As far as possible no part delivery shall be entertained. However, in extreme cases, acceptance of part delivery shall be a prerogative of the Institute.

16. **Penalty for delay in delivery:** The date of delivery should be strictly adhered to. In the event of delayed delivery, installation & commissioning, the vendor shall be liable for a penalty deduction at a percentage of the value of the undelivered equipment subject to a maximum of 10% (ten percent) as detailed below:

- a) @1% up to one week.
- b) @2.5% up to two weeks.
- c) @5% up to three weeks.

d) @10% for four weeks and above

For this clause, part of the week is considered a full week. In case of delayed delivery, the Director, NIT Meghalaya reserves the right not to accept the subject consignment.

17. **Genuine Pricing:** The vendor is to ensure that the quoted price for the item is not more than the price quoted to any other customer in India, particularly to IITs/NITs and other Government Organizations. A copy of the latest price list for the quoted item, applicable in India, must be enclosed with the offer.
18. **Conditional tenders not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Conditions mentioned in the tender bids submitted by vendors will not be binding on NIT Meghalaya.
19. **Late and delayed tender:** Late and delayed tender will not be considered.
20. **Installation:** The bidder shall be solely responsible for the installation and commissioning of the items ensuring proper workmanship at site.
21. **Payment:**
 1. 100% Payment within 45 days from the date of successful delivery, installation, and commissioning/ acceptance of goods at NIT Meghalaya, generally through PFMS.
 - OR
 2. 50% Payment against delivery and 50% payment after successful installation and/ or commissioning of the ordered items at the site.
22. Payment will be made through PFMS. Bidders are required to furnish complete and correct bank details on their letterhead along with the technical bid. A scanned copy of a cancelled cheque may also be attached for verification of the IFSC code.
23. **Enquiry during evaluation not allowed:** After opening the Technical Bid, no enquiry from the bidder(s) shall be entertained during the evaluation of the tender till the final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative may make enquiries/seek clarification from the bidders. In such a case, the bidder must extend full cooperation. The bidders may also be asked to arrange a demonstration of the offered items, in a short period of notice.
24. At any time before the date of submission of the bid, NIT Meghalaya may, for any reason, either of its own or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment/corrigendum. **Any such amendment/corrigendum will be duly notified through the GeM Portal and Institute website only.** Prospective bidders are advised to check the Institute's website every now and then for any amendment/corrigendum. To provide reasonable time to take the amendment into account in preparing the bid, NIT Meghalaya shall extend the date and time for the submission of bids.
25. The acceptance of the quotation will rest solely with the Director, NIT Meghalaya, who in the interest of the Institute is not bound to accept the lowest quotation and reserves the right himself to reject or partially accept any or all the quotations received without assigning any reasons.
26. **Force Majeure:**

If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the agreement under order after giving notice of 15 days from the date of such an event in writing to the other party, and the events referred to are as follows:

 - (a) Any law, statute or ordinance, order action or regulation of the Government of India,
 - (b) Any kind of natural disaster, and
 - (c) Strikes, acts of the public enemy, war, insurrections, riots, lockouts, sabotage.

27. **Termination for default:** Default is said to have occurred

- (a) If the items or any of its components is found to have poor workmanship, faulty designs, poor performance and bad quality of materials used.
- (b) If the supplier fails to deliver any or all the services within the period (s) specified in the purchase order or any extension thereof granted by NIT Meghalaya.
- (c) If the supplier fails to perform any other obligation(s) under the contract.

Under the above circumstances, NIT Meghalaya may terminate the contract/purchase order in whole or in part and forfeit the EMD/PBG as applicable. In addition to the above, NIT Meghalaya may at its discretion also take the following actions: NIT Meghalaya may procure, upon such terms and in such manner, as it deems appropriate, goods like the undelivered items/products and the defaulting supplier shall be liable to compensate NIT Meghalaya for any extra expenditure involved towards goods and services obtained.

28. **Applicable Law:**

- a. The contract shall be governed by the laws and procedures established by Govt. of India and subject to the exclusive jurisdiction of the Competent Court and Forum in Shillong /India only.
- b. Any dispute arising out of this purchase shall be referred to the Director, NIT Meghalaya, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Director of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

29. **Additional Certificate, License etc. to be furnished:** The bidder/tenderer shall furnish and enclose the following documents along with the technical bid of the tender:

- i. **OEM's Factory License, Trademark certificate, OEM's India Design Mark Certificate, ARAI certificate, and GRIHA certificate** to be enclosed.
- ii. **Availability of service center:** Bidder/OEM must have a Functional Service Centre in the State of the Consignee's Location in case of carry-in warranty.
- iii. **Dealership Certificate:** The bidder/tenderer should be either an OEM (*Original Equipment Manufacturer*) or an authorized agent of the foreign/Indian OEM. Dealers or Agents quoting on behalf of the OEM must enclose a valid dealership certificate.
- iv. **BIFMA:** The bidder/tenderer should be a member of BIFMA (*Business and Institutional Furniture Manufacturers Association*) for 05 (five) years and should provide a BIFMA level 02/03 (two or three) certificate.
- v. **ISO Certificate:** The bidder/tenderer should enclose the following ISO certificate:
ISO 9001/ ISO 14001/ ISO 45001/ISO 50001.
- vi. **Green Guard Certificate** and the bidder/tenderer should be a member of IGBC (*Indian Green Building Council*). **Green Factory Gold Certificate** should also be enclosed. The necessary documentation should be enclosed.
- vii. **AIOTA Certificate:** The bidder shall provide an AIOTA Certificate (*All India Occupational Therapists' Association*) for at least some of its products.
- viii. **Turnover:** The annual turnover of the bidder/tenderer should be 2 Cr or aggregate turnover of 6 Cr for the last three (03) years. The bidder/tenderer should provide a document declaration from a chartered accountant ensuring inclusion of a Unique Document Identification Number (UDIN).
- ix. **ESIC and PF Certificates** to be enclosed.
- x. **After Sales Service:** Bidders should clearly state the detailed address, dedicated toll-free number, contact number, and email ids of the 'after-sales service Centre' in the State of the Consignee's

Location in Bidder's Details under Statutory Cover without which their offers shall be liable for rejection (**refer Annexure-III**). Service against any complaint must be provided within 12 hours.

- xi. **Timely Servicing / Rectification of defects during warranty period:** Manufacturers must agree to undertake a warranty for Three years for all the items supplied. After having been notified of the defects / service requirement during warranty period, Seller must complete the required Service/ Rectification within 15 days' time limit. If the Seller fails to complete service / rectification with defined time limit, a penalty of 0.2% of the Unit Price of the product shall be charged as penalty for each week of delay from the Seller. Seller can deposit the penalty with the Buyer directly else the Buyer shall have a right to recover all such penalty amount from the Performance Security (PBG). Cumulative Penalty cannot exceed more than 8% of the total contract value after which the Buyer shall have the right to get the Service/rectification done from alternate sources at the risk and cost of the Seller be sides forfeiture of PBG. The PBGs shall be valid throughout the warranty period plus two months after the supply of the furniture. Seller shall be liable to reimburse the cost of such service/ rectification to the Buyer.
- xii. **Black-listed or Debarment:** The bidder/tenderer should submit an affidavit on non-judicial stamp paper that the bidder has never been black-listed or debarred for any of the products by any Government/semi-government/PSU/Bank/Universities/Educational Institute/Autonomous Institute for any reason.
- xiii. **OEM's Required Machinery:** Documentary evidence of the machines available in their plant premises should be provided at the time of tender submission. Also, bidder/tenderer must furnish the Sample of the major items in the tender available at their premises, such as,
 - a) Beam saw for panel cutting
 - b) Through feed edge bander with PUR glue pot and pre-milling option
 - c) CNC machining center with horizontal, vertical drilling and grooving options
 - d) Curvilinear edge bander for edge banding curved edges
 - e) Calibrating sanding machine
 - f) Hot press for pressing laminate to raw board of minimum size 4 ft. x 8 ft.
 - g) Solid wood thickener
 - h) Wood turning lathe
 - i) Spray booth
 - j) Bent ply press with moulds
 - k) Upholstery setup
 - l) Pneumatic milling Machine
 - m) Compressor Machining Center
 - n) Precision Panel Bending Machine
 - o) Laser cutting machine
 - p) MIG welding machine, etc.

Additionally, if required, the committee may visit and check the manufacturing unit as well as the sample products to issue a technical competence or sample product certificate which in turn may need to be submitted in the tender.

- xiv. All documents should be valid at the time of tender submission and no "**APPLIED FOR**" document will be acceptable at all and the tender bid will be rejected without any further correspondence.
30. **Furniture Mock-up:** The bidder/tenderer should carry-out a furniture mock-up on all the items mentioned at the consignee's location after qualifying the techno commercial bid evaluation within 20 days from the award of the work at their own cost. NIT Meghalaya may ask for some minor technical/design modifications (if required) based on the samples presented during the mock-up. The final products supplied at the


consignee`s location should strictly adhere to the detailed technical specification as presented during the mock-up (including minor technical/design modifications, if any), if not, NIT Meghalaya has the full right to reject in whole or in part of the supplied items. Any cost involved thereof should be borne by the concerned bidder/tenderer.

31. **Testing of the supplied items:** The bidder/tenderer may need to perform necessary testing of the products at the discretion of NIT Meghalaya at the mock-up stage as well as at the time of final products delivery at the consignee`s location at their own cost. The bidder/tenderer should make all necessary arrangements for proper testing of the items at the consignee`s location.


Sd/-
Registrar


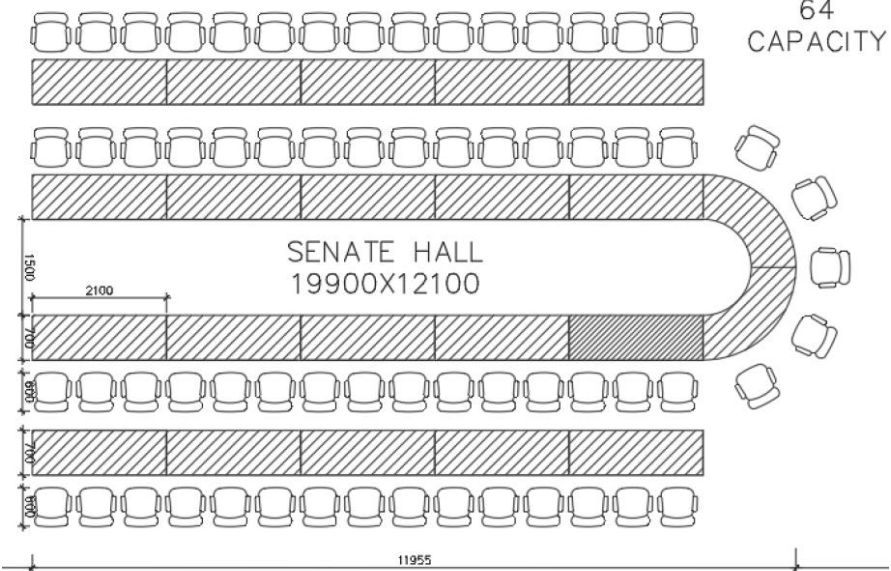
Encl.: ANNEXURE-I, ANNEXURE-II, ANNEXURE-III, ANNEXURE-IV, ANNEXURE-V.

ANNEXURE-I
A. DETAILED TECHNICAL SPECIFICATIONS

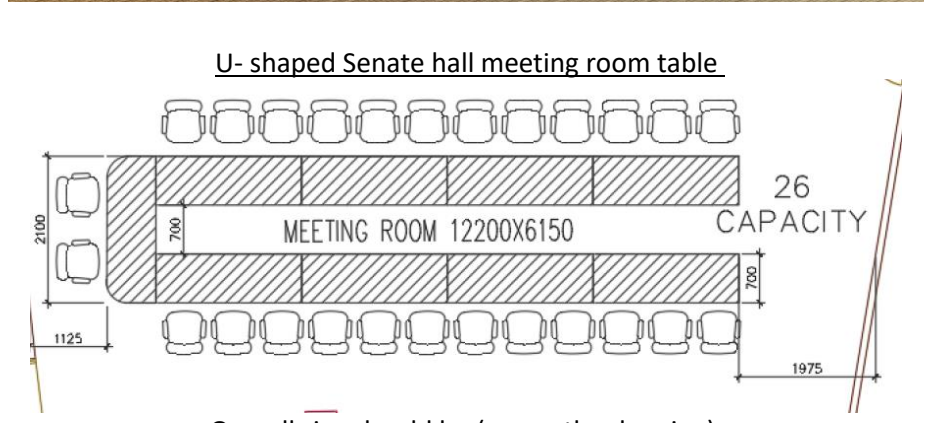
Location	Item No	Name of the Item	Total Quantity (numbers)	Details Technical Specifications and Descriptions (Picture for reference only)
Admin Block – Board Room	01	Board room conference table	01	 <p style="text-align: center;"><u>Board room conference table</u> <u>Overall size should be 6075(L) x 1760(W) x 750(H) mm</u></p> <p style="text-align: center;"><u>Specifications</u></p> <ol style="list-style-type: none"> I. All panels should be made from 36mm thick pre-laminated HDHMR board with machine pressed 2m thick PVC edge banding on all sides with 0.4mm PVC membrane pressed on to top and having chamfered edge. The panels should have corner rounded. II. Aluminium access flap should be provided for easy access to wires and cables. III. The Under-structure consists of mixture of 25mm and 18 mm Pre-laminated twin board of E1-P2 grade and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. IV. Aluminium alloy 63400 - WP profile is used for connecting panels together. Made of 18 mm Thick Pre-laminated twin board of E1-P2 grade and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. V. Powder coated accent metal strip provided below work surface to enhance aesthetics. It is made of 0.8mm CRCA as per IS 513, epoxy polyester powder coated (DFT 40-60 microns). VI. An array of panels made of 0.8mm CRCA MS IS:513, epoxy polyester powder coated (DFT 40-60 microns) should be used for flow of wires and cables. Provision to mount Anchor Roma 6 module plate should be provided below worktop. VII. Cut-out on top with two-piece injection moulded plastic part polymer component should be fitted to pull-out audio, video cables onto worktop and connect devices charger to power socket below worktop. VIII. 20-seater Conference table should be as per layout.

Location	Item No	Name of the Item	Total Quantity (numbers)	Details Technical Specifications and Descriptions (Picture for reference only)
Admin Block – Board Room	02	Board room, Interview and Senate hall chair	36	<div data-bbox="987 184 1356 745" data-label="Image"> </div> <p data-bbox="1060 793 1235 821" style="text-align: center;"><u>Specifications</u></p> <p data-bbox="824 827 1471 888" style="text-align: center;">OFFICE CHAIR IN PREMIUM NAPPA LEATHER – (660W X 660D X 1240H MM)</p> <ol style="list-style-type: none"> <li data-bbox="753 926 1572 1087">i. A high back luxury office chair upholstered in rich meteor grey Nappa leather. Multi-layer moulded foam, synchronized tilt mechanism with automatic tension control, 4 position locking, VFF polished aluminium alloy armrests with padding, class 4 gas lift and aluminium alloy five-star base with PA castors. <li data-bbox="753 1094 1214 1121">ii. Colour – Preferably Meteor Grey. <li data-bbox="753 1127 1572 1224">iii. Designed with an ergonomic hard PP backrest it provides firm support to your back. Recommended for intensive use of 8 to 10 hours per day. <li data-bbox="753 1230 1572 1556">iv. Features: <ol style="list-style-type: none"> <li data-bbox="841 1262 1516 1289">a. Easy to operate high back multi-function office chair. <li data-bbox="841 1295 1455 1323">b. Adjustable backward tilt and tilt tension control. <li data-bbox="841 1329 1409 1356">c. Nylon fixed armrests for maximum comfort. <li data-bbox="841 1362 1045 1390">d. Curved back. <li data-bbox="841 1396 1409 1423">e. Pneumatic one touch seat height adjustment. <li data-bbox="841 1430 1572 1488">f. Heavy duty nylon five-star base, BIFMA standard castors for easy mobility and lasting durability. <li data-bbox="841 1495 1572 1556">g. Curved backrest with moulded polypropylene back panel that provides extra support to your back.

Location	Item No	Name of the Item	Total Quantity (numbers)	Details Technical Specifications and Descriptions (Picture for reference only)
Admin Block – Interview room	03	C-shaped interview room table	01	 <p data-bbox="824 730 1469 798"><u>C- shaped Interview room table</u> <u>Overall size should be 3500(L) x 1800(W) x 750(H) mm</u></p> <p data-bbox="1058 835 1237 865"><u>Specifications</u></p> <ol data-bbox="722 871 1575 1892" style="list-style-type: none"> <li data-bbox="722 871 1575 1081">i. Size details: <ol style="list-style-type: none"> <li data-bbox="808 903 1575 1081">a) Each individual panel should be of width 700 mm. All panels should be made from 25 mm thick pre-laminated HDHMR board with machine pressed 2m thick PVC edge banding on all sides with 0.4mm PVC membrane pressed on to top and having chamfered edge. The panels should have corner rounded. <li data-bbox="722 1081 1575 1144">ii. Aluminium access flap is provided for easy access to wires and cables. Work top is available in the shapes as shown above. <li data-bbox="722 1144 1575 1249">iii. Under structure: It consist of 18 mm Thick pre-laminated HDHMR board and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. <li data-bbox="722 1249 1575 1323">iv. Aluminium alloy 63400 - WP profile is used for connecting panels together. <li data-bbox="722 1323 1575 1354">v. The product has a knock-down construction. <li data-bbox="722 1354 1575 1459">vi. Modesty Panel: Made of 18mm Thick 18 mm pre-laminated HDHMR board and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. <li data-bbox="722 1459 1575 1564">vii. Powder coated accent metal strip provided below work surface to enhance aesthetics. It is made of 0.8mm CRCA as per IS 513, epoxy polyester powder coated (DFT 40-60 microns). <li data-bbox="722 1564 1575 1669">viii. Wire management: An array of panels made of 0.8mm CRCA MS IS:513, epoxy polyester powder coated (DFT 40-60 microns) is used for flow of wires and cables. <li data-bbox="722 1669 1575 1743">ix. Provision to mount Anchor Roma 6 module plate is provided below worktop. <li data-bbox="722 1743 1575 1892">x. Cut-out on top with two-piece injection moulded plastic part polymer component is fitted to pull out audio, video cables onto worktop and connect devices charger to power socket below worktop.

<p>Admin Block – Senate Hall</p>	<p>04</p>	<p>U-shaped Senate Hall table</p>	<p>01</p>	 <p style="text-align: center;"><u>U- shaped Senate hall conference table</u></p> <p style="text-align: right;">64 CAPACITY</p>  <p style="text-align: center;">SENATE HALL 19900X12100</p> <p style="text-align: center;">11955</p> <p style="text-align: center;"><u>Overall size should be (as per the drawing):</u></p> <p style="text-align: center;"><u>Specifications</u></p> <p>xi. Size details: a) Internal U-shaped: Overall size of 11000(L) x 2900(W) x 750(H) mm with each individual panels of 2100(L) x 700(W) x 750(H) and a gap of 1500 mm. b) Outer two rows: Overall size of 10500(L) x 700(W) x 750(H) mm with each individual panels of 2100(L) x 700(W) x 750(H).</p> <p>xii. All panels should be made from 25 mm thick pre-laminated HDHMR board with machine pressed 2m thick PVC edge banding on all sides with 0.4mm PVC membrane pressed on to top and having chamfered edge. The panels should have corner rounded.</p>
----------------------------------	-----------	-----------------------------------	-----------	---

- xiii. Aluminium access flap is provided for easy access to wires and cables. Work top is available in the shapes as shown above.
- xiv. Under structure: It consist of 18 mm Thick pre-laminated HDHMR board and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping.
- xv. Aluminium alloy 63400 - WP profile is used for connecting panels together.
- xvi. The product has a knock-down construction.
- xvii. Modesty Panel: Made of 18mm Thick 18 mm pre-laminated HDHMR board and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping.
- xviii. Powder coated accent metal strip provided below work surface to enhance aesthetics. It is made of 0.8mm CRCA as per IS 513, epoxy polyester powder coated (DFT 40-60 microns).
- xix. Wire management: An array of panels made of 0.8mm CRCA MS IS:513, epoxy polyester powder coated (DFT 40-60 microns) is used for flow of wires and cables.
- xx. Provision to mount Anchor Roma 6 module plate is provided below worktop.
- xxi. Cut-out on top with two-piece injection moulded plastic part polymer component is fitted to pull out audio, video cables onto worktop and connect devices charger to power socket below worktop.




Admin Block – Meeting room

05

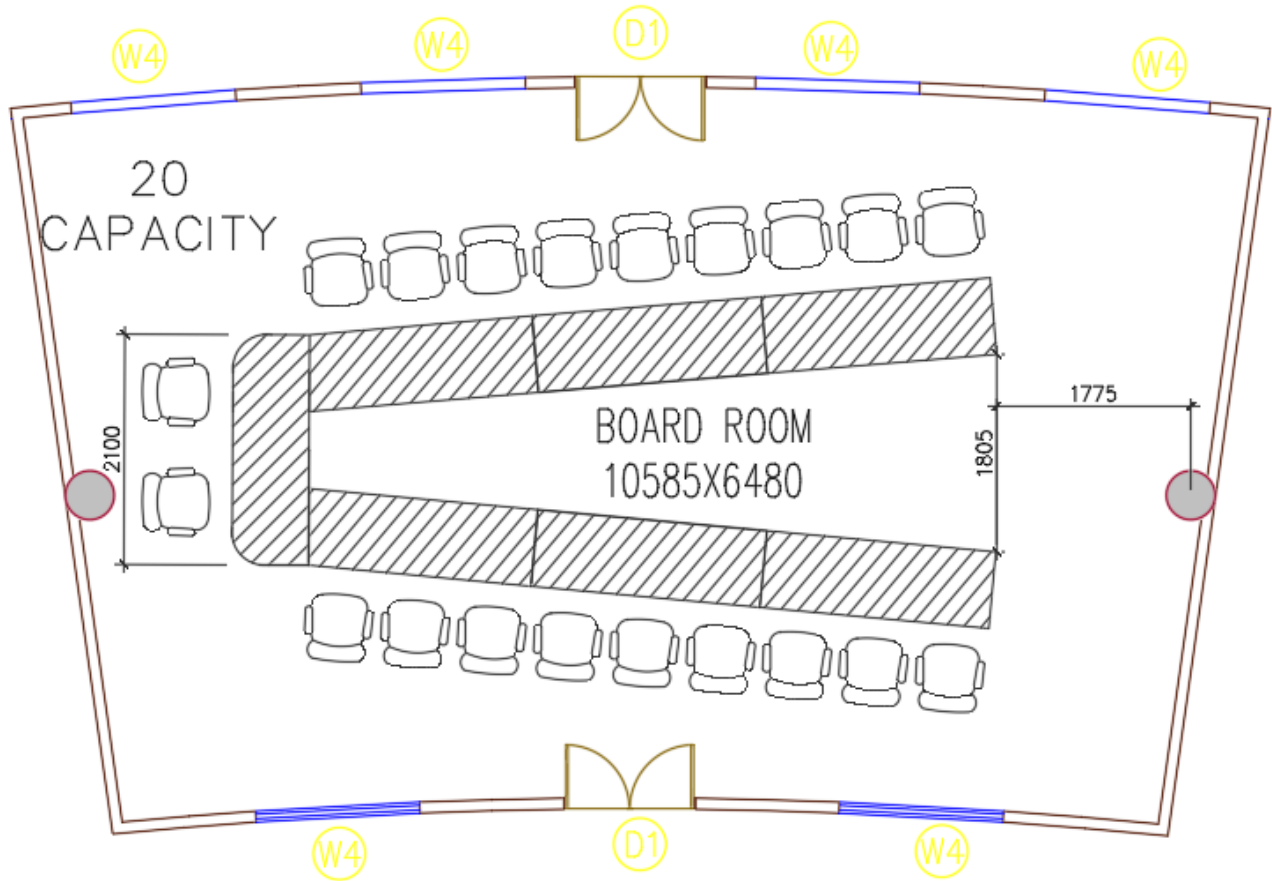
U-shaped Meeting Room table

01

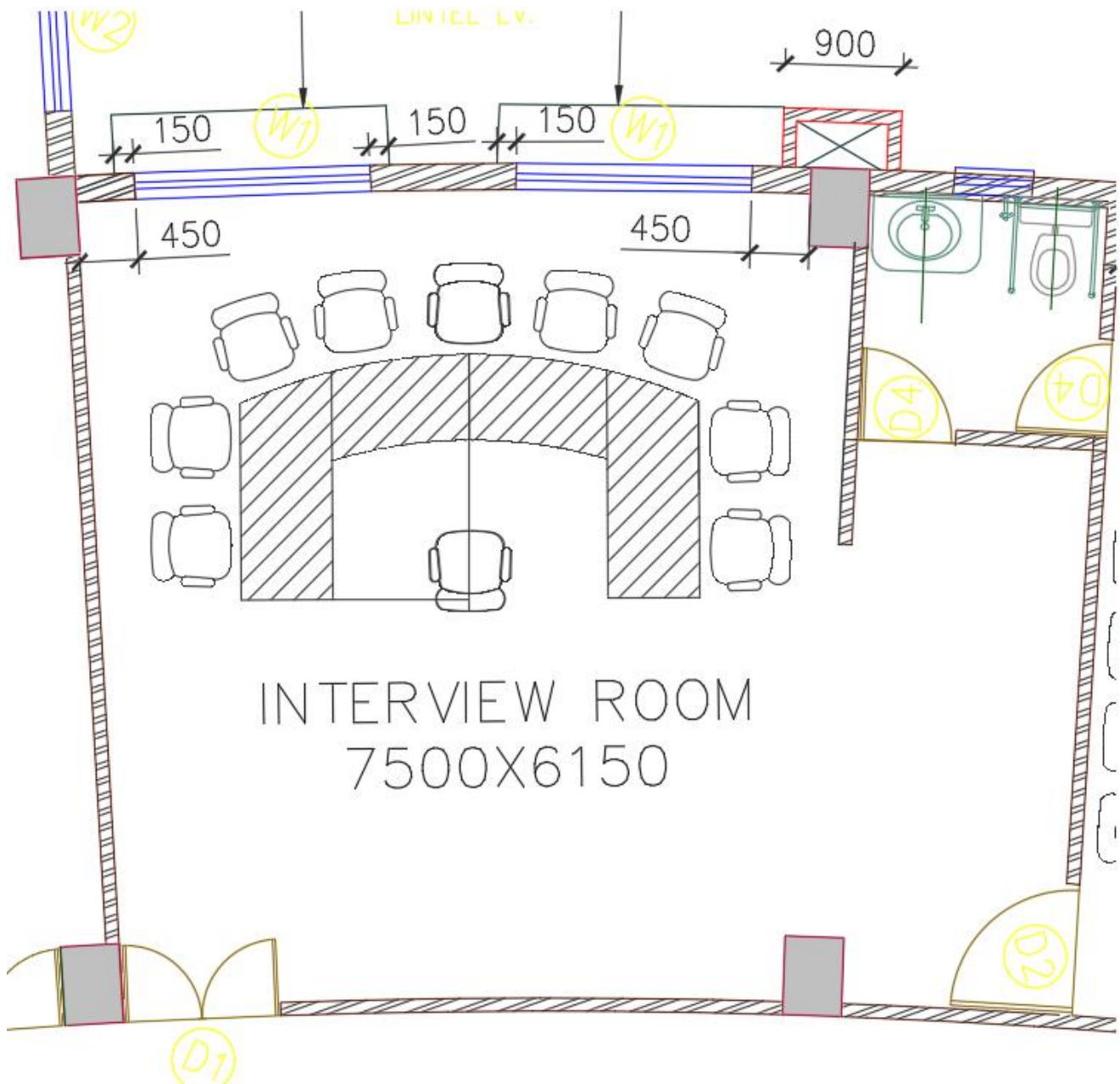
				<p style="text-align: center;"><u>Specifications</u></p> <ul style="list-style-type: none"> i. Size details: U-shaped: Overall size of 9100(L) x 2100(W) x 750(H) mm with each individual panels of 2100(L) x 700(W) x 750(H) and a gap of 700 mm. ii. All panels should be made from 25 mm thick pre-laminated HDHMR board with machine pressed 2m thick PVC edge banding on all sides with 0.4mm PVC membrane pressed on to top and having chamfered edge. The panels should have corner rounded. iii. Aluminium access flap is provided for easy access to wires and cables. Work top is available in the shapes as shown above. iv. Under structure: It consist of 18 mm Thick pre-laminated HDHMR board and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. v. Aluminium alloy 63400 - WP profile is used for connecting panels together. vi. The product has a knock-down construction. vii. Modesty Panel: Made of 18mm Thick 18 mm pre-laminated HDHMR board and approved shade conforming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. viii. Powder coated accent metal strip provided below work surface to enhance aesthetics. It is made of 0.8mm CRCA as per IS 513, epoxy polyester powder coated (DFT 40-60 microns). ix. Wire management: An array of panels made of 0.8mm CRCA MS IS:513, epoxy polyester powder coated (DFT 40-60 microns) is used for flow of wires and cables. x. Provision to mount Anchor Roma 6 module plate is provided below worktop. xi. Cut-out on top with two-piece injection moulded plastic part polymer component is fitted to pull out audio, video cables onto worktop and connect devices charger to power socket below worktop.
Admin Block	06	Senate hall and meeting room chair	90	<div style="text-align: center;">  </div> <p style="text-align: center;"><u>Specifications</u></p> <p style="text-align: center;">MEDIUM BLACK OFFICE CHAIR – (650W X 550D X 1080H MM)</p>

				<ul style="list-style-type: none"> i. A solid build, durable and sturdy office chair that gives all the features and comfort as well as aesthetic requirement. High strength mesh back, polypropylene glass & fiber frame, fabric & foam seat with PP seat shell, tilt mechanism with single position lock, steel gas lift with wall thickness of 2 mm, five-star nylon base and PA castors. Ideal for long seating hours. ii. Colour – Black iii. A general use medium back chair with headrest and high strength mesh backrest. Designed with an ergonomic hard PP backrest it provides firm support to your back. Recommended for intensive use of 8 to 10 hours per day. iv. Features: <ul style="list-style-type: none"> h. Easy to operate high back multi-function office chair. i. Breathable mesh back with fabric seat and nylon frame. j. Adjustable backward tilt and tilt tension control. k. Nylon fixed armrests for maximum comfort. l. Curved back. m. Pneumatic one touch seat height adjustment. n. Heavy duty nylon five-star base, BIFMA standard castors for easy mobility and lasting durability. o. Curved backrest with moulded polypropylene back panel that provides extra support to your back. v. Construction: Mesh, PP, fabric and reinforced nylon. vi. Chair should have Class 4 hydraulics. vii. Arm rest to be 1D adjustable Synchro mechanism with one position locking system.
--	--	--	--	---

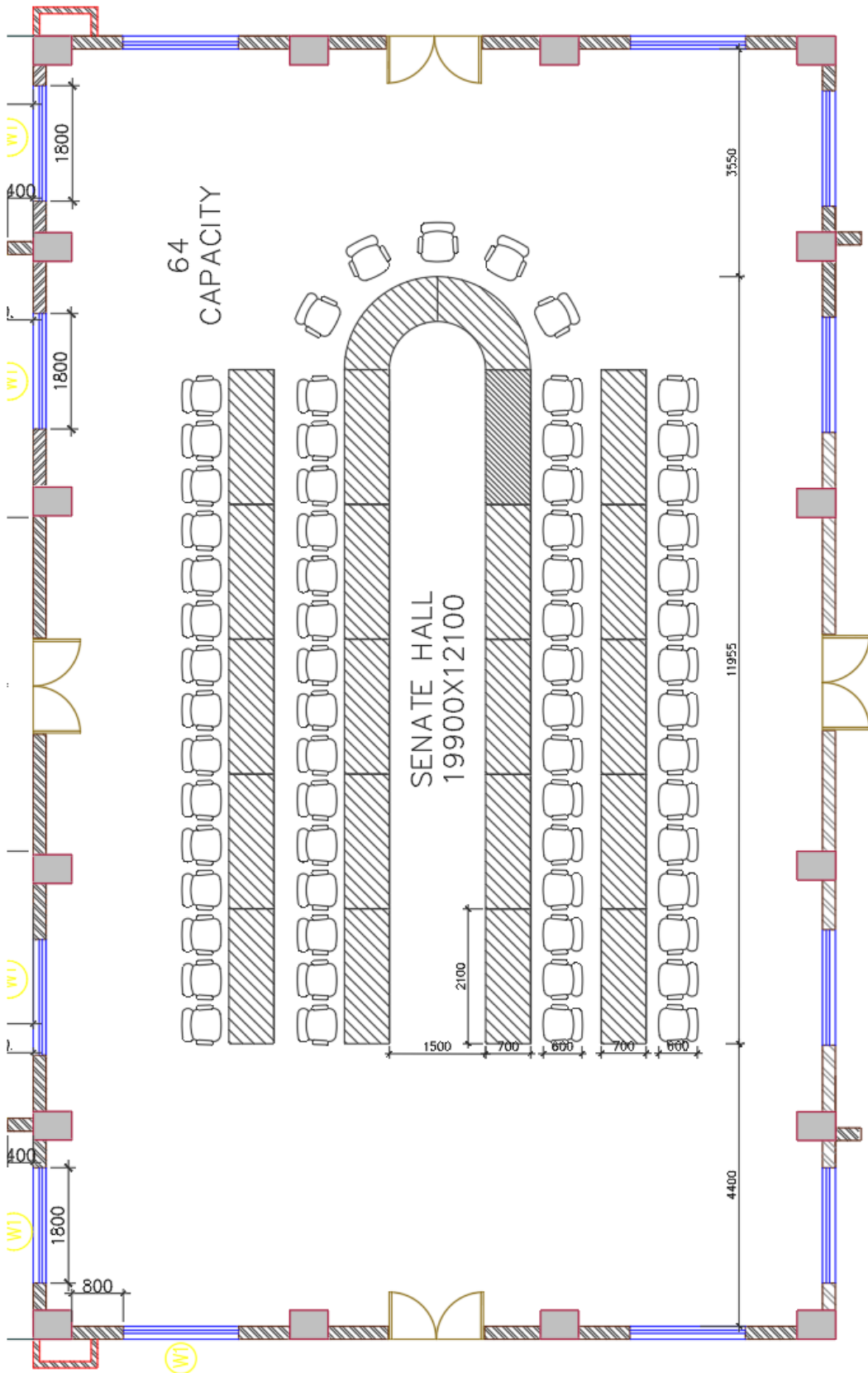
ANNEXURE-I
B. TENTATIVE PLAN LAYOUT
All dimensions in mm



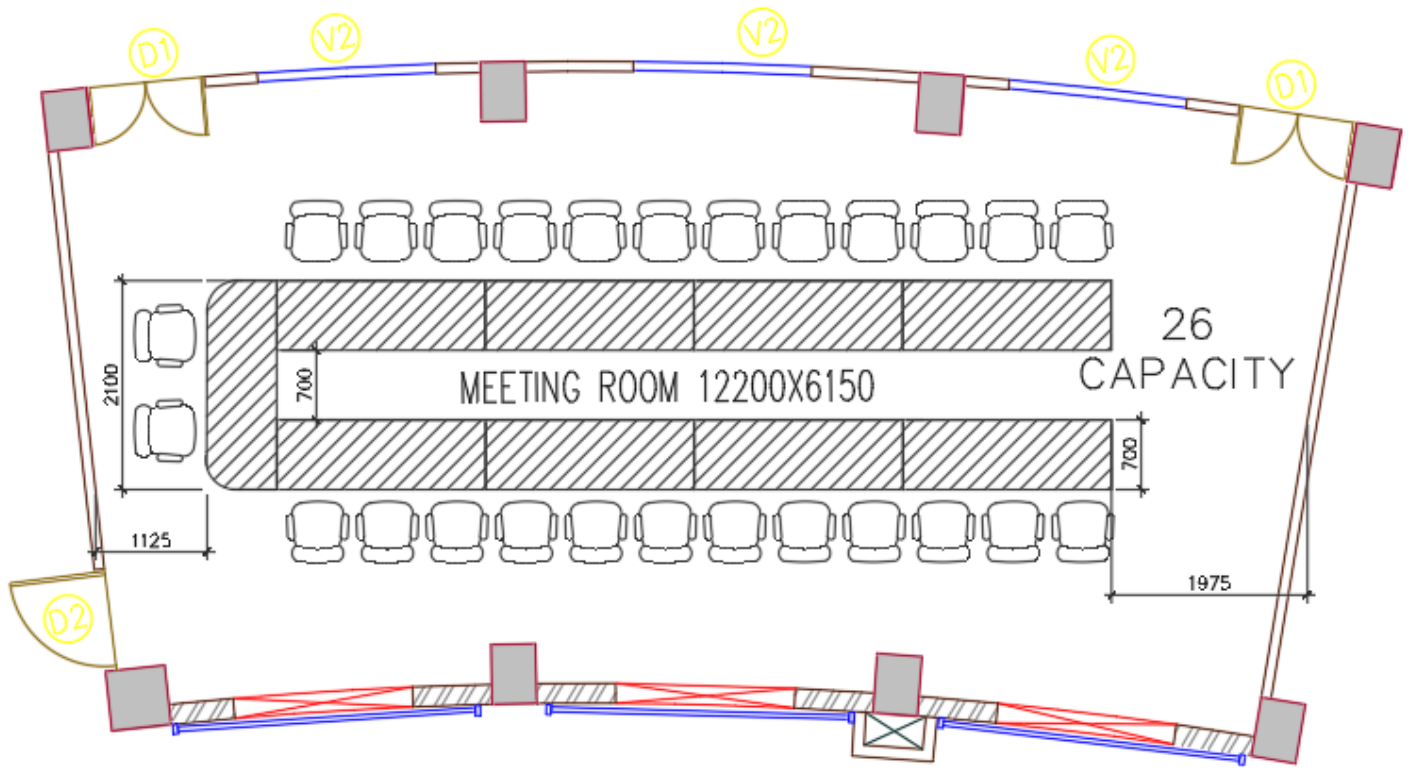
Admin Block: Board room tentative arrangement plan to be followed for Item 01.



Admin Block: Interview room tentative arrangement plan to be followed for Item 03.



Admin Block: Senate Hall tentative arrangement plan to be followed for Item 04.



Admin Block: Meeting Room tentative arrangement plan to be followed for Item 05.

ANNEXURE-II

A. COMPLIANCE CERTIFICATE FOR NIQ TERMS AND CONDITIONS

(To be enclosed in the technical bid)

Certify that we have carefully examined the NIQ terms and fully understood its implications and do hereby agree to comply with all the terms, and hereby submit this compliance certificate.

Sl. No.	NIQ Terms and Conditions	Yes/No	
01	<u>Bidder's Eligibility Criteria</u> complied? <ul style="list-style-type: none">• The bidder should be a Private / Public Limited company registered under the Companies Act, 1956 or a registered firm.• It is essential that the bidder should be able to provide support during the warranty as per requirement of NIT Meghalaya.• The bidder must submit an affidavit confirming that the bidder has never been blacklisted in any Government Institutes/Organization or PSU.• The Bidder must possess a valid GST Registration Certificate, PAN Number. (Copy of the certificates to be submitted).• The Bidder shall not be under a Declaration of Ineligibility for corrupt or Fraudulent Practices with any Government departments/ agencies/ ministries or PSU's and should not be blacklisted as on submission of the NITM. A declaration by authorized signatory of the Bidder must be enclosed• The bidder should have executed the similar order of the quoted item in any reputed Govt. Institute/ Organization/ PSU in the northeast region of India.		
	02	Rate quoted as per instruction	
	03	Validity of quoted rate for 120 days agreed	
	04	Payment term agreed	
	05	Delivery terms agreed	
	06	Warranty period agreed	
07	Literature: Printed Literature provided		
08	Dealership / distributorship certificate (in case of dealers/agents) provided		
09	Details of supply to other Institutes of National Importance provided		
10	After Sales Service: address of nearest after Sales Service center in the region provided		
11	Manufacturer certificate provided		
12	Applicable law terms agreed		
13	Additional Certificate, License etc. to be furnished: Enclosures as per Sl no 33		

Signature with Seal:.....
Vendor: M/s.....

ANNEXURE-II

B. COMPLIANCE CERTIFICATE FOR SPECIFICATIONS

(One for each item, must be enclosed in the technical bid)

Item Sl. No.		Item Name:	
Quoted Product:	Make:	Model No:	
Specifications as per Annexure-III		Quoted Item Specifications*	Complied/ Deviation
Parameter	Specification		

Signature with Seal:.....
Vendor: M/S.....

*** Vendor must quote the parameter specification of the quoted product in this column and not just copy the specification from the tender call document. Failure to do so will lead to rejection of the tender.**

ANNEXURE-III
BIDDERS DETAIL

Sl. No.	Name of the company/Firm	To be filled by vendor (Documentary Proof must be attached as applicable)
01	Registered office Name & Address Details of contact person Name designation Telephone number e-mail	
02	Name & Address of service centre in the State of the Consignee's Location City Contact person/s Name designation Telephone number e-mail Details with contact no. of staff who will be involved in this project.	
03	Is the company/firm a registered company/firm? If yes, mention year and place of the establishment of the company and submit documentary proof.	
04	Is the company/firm registered for GST? If yes, submit valid registration certificate.	
05	List the major clients with whom your organization has been associated and submit documentary proof/PO.	

Note: Document/s if attached to the NIQ compliance Certificate the same may be referred to in the remark column above

Sign. :.....
Vendor : M/s.....

ANNEXURE-IV

PERFORMANCE BANK GUARANTEE

To:
The Registrar,
National Institute of Technology Meghalaya
Bijni Complex, Laitumkhrah, Shillong –
793003, Meghalaya.

WHEREAS(Name of Supplier) herein after called "the Supplier" has undertaken, in pursuance of Contract No:, dated: 20..... to supply.....
.....(Description of Goods and Services) herein after called "the order".

AND WHEREAS it has been stipulated by you in the said order that the Supplier shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the order.

AND WHEREAS we have agreed to give the Supplier a Guarantee:
THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of (Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the order and without cavil or argument, any sum or sums within the limit of.....
(Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the.....day of.....20.....

Signature and Seal of Guarantors

.....
.....
.....

Date.....20....

Address:.....

.....
.....

All correspondence with reference to this guarantee shall be made at the following

Address: The Registrar,
National Institute of Technology Meghalaya
Bijni Complex, Laitumkhrah, Shillong-793003, Meghalaya

ANNEXURE-V

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Ref. No.

Date:

To,

The Registrar
National Institute of Technology Meghalaya
Bijni Complex, Laitumkhrah
Shillong 793003, Meghalaya

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No.: NITMGH/..... dated2021

Name of Tender:-

Sir,

1. I / We have downloaded / obtained the tender document(s) for the above-mentioned Tender from the website of NIT Meghalaya, Shillong as per your advertisement, given in the CPP Portal and the above mentioned website.
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No.....to (including all annexure(s), schedule(s),etc.),which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s), if any, issued from time to time by NIT Meghalaya, Shillong, have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) /corrigendum(s)in its totality/ entirety.
5. I/WedoherebydeclarethatourFirmhasnotbeenblacklisted/debarredbyanyGovt.Department/Publicsectorundertaking.
6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then NIT Meghalaya, Shillong shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)
