



SHRI SAIBABA SANSTHAN TRUST, SHIRDI



TENDER DOCUMENT FOR SUPPLY AND INSTALLATION OF FURNITURE AT "SAI BABA EDUCATIONAL CAMPUS", GAT NO. : 183, NIMGAON KORHALE, TAL.: RAHATA, DIST. : AHMEDNAGAR FOR SHRI SAI BABA SANSTHAN TRUST SHIRDI

THROUGH GEM PORTAL

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OWNERS

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MINIMUM QUALIFYING CRITERIA

The following copies of original / attested documents should be scanned & uploaded online.

1) EMD of Rs. 4,60,000 /- through RTGS on Sansthan Account.

Sansthan Bank Account Details –

Bank Name & Branch - State Bank of India, Shirdi Branch.

Account No. – 30630896801

IFSC Code – SBIN 0005160

Tender Fees and EMD receipt should be uploaded along with technical bid documents.

2) Bidder should have maximum **annual financial turnover** of value not less than **Rs. 3.0 Crore during last five financial years.** (2018-19, 2019-20, 2020-21, 2021-22, 2022-23). The copies of Audited Annual Accounts/Statutory CA Certificate for last Five years shall be uploaded along with the bid.

3) The Bidder should have supplied similar nature of office and/or school furniture of estimated cost not less than **3.0 Crore in one order** during last five years.

OR

The Bidder should have supplied similar nature of office and/or school furniture of estimated cost not less than **1.5 Crore in two orders** during last five years.

OR

The Bidder should have supplied similar nature of office and/or school furniture of estimated cost not less than **1.0 Crore in three orders** during last five years.

Work order and completion certificate should be submitted along with technical documents.

4) The bidder must submit an undertaking in the form of an oath on Rs.500 stamp paper that they have not been black listed/ debarred by any state government / central government / PSU in last three years as on last date of bid submission.

5) Latest Shop Registration Certificate/ Certificate from Local Self-Government Body/ Similar Government License in the name under which tender is to be submitted.

6) The GST Registration Certificate or GST Online Registration Receipt in the name under which the tender is to be submitted.

7) Pan card in the name under which the tender is to be submitted.

Note: Any entity which has been barred by the Central / a State Government, or any entity controlled by them, from participating in any project and the bar subsists as on the date of Application, would not be eligible to submit bid.

D. O. NIKAM

Architect & Project Management Consultant.

(P. Siva Sankar, IAS)

Chief Executive Officer,

Shri Saibaba Sansthan Trust, Shirdi.

- **Instructions to Tenderers-**

1. The said tender will be available from dt. 07/10/2023 11.00 am. To 21/10/2023 up to 05.00 pm for downloading and uploading on the GeM portal.
2. The details of material to be supplied are given in the tender. Accordingly, the said tender has to be submitted online on GeM portal.
3. Only the documents requested online are to be submitted along with the tender. Deviation Sheet should not be submitted other than the requested documents.
4. Pre-Bid Meeting will be held in the Meeting Hall, Sai Sabhagruh at Shirdi on 13/10/2023, at 11.00 am.
5. If possible Online Technical Bid will be opened on 23/10/2023. Commercial Bids will be opened from the qualified tenderers in the technical Bid.

- **Regarding online Submission of tender rates-**

- a. While submitting the rates online supplier must consider GST, GST-TDS, TDS or any other government tax as well as Packing and Forwarding, Loading & Unloading expenses, transportation costs of reaching Shirdi Sansthan Education Complex i.e. F.O.R. Shirdi should be considered. Rates shall be filled inclusive of all taxes and expenses.
- b. No other expenses will be paid separately by the Sansthan.
- c. As per the government rules, the taxes currently applicable and applicable from time to time will be binding on the supplier and the amount will be deducted from the bill accordingly. The Government vide Circular No. 201809281714366605 has directed to deduct 2% GST-TDS from supplies to suppliers for taxable goods/services or both with effect from 1st October 2018. The tenderer should consider it while submitting the tender. More information about this is available on the website of the Government of Maharashtra.
- d. The supplier should give more attention while filling the rates in the online tender. After getting the supply order the mistake in filling the rate will not be considered.

- **Procedure for Opening bid Tenders-**

1. Online technical tenders will be opened first in the meeting of the Purchase Committee after the last date for submission of tender on Gem Portal. After that the commercial bids will be opened only from the tenderers who are qualified in the technical Bid.
2. Item wise rates of tenderers will not be considered on a comparative basis after opening of commercial bids. It is mandatory for the bidder to quote the rates for all items of the tender. The purchase order for all items will be awarded to a single supplier offering the lowest price.
3. The Sansthan reserves the right to accept/reject any tender. Giving reasons for the same will not be binding on the Sansthan.

- **Place of supply of materials-**

- a. The materials mentioned in the tender will have to be supplied to the Education Complex of the Sansthan at Gat. No. 183, Nimgaon- Korhale, for Shri Saibaba Sansthan Trust, Shirdi.

- **Security Deposit Amount and Agreement-**

1. The successful bidder will have to keep an amount of 5% of the total supply order amount as Security Deposit with the Sansthan as a guarantee to supply the goods within the prescribed period. This security deposit amount will be deducted from the Final Bill of the Supplier and will be refunded after the

completion of 5 years defect liability period (DLP). No interest will be paid / given to Supplier on Security Deposit.

2. It will be mandatory for the successful bidder to appear at Shirdi and notarize the Agreement on stamp paper of Rs.500/-, immediately. The notary fee of the Agreement has to be paid by the tenderer.
3. The supply order will be placed after signing the Agreement.

- **Time limit for supply of materials –**

1. The materials have to be supplied within 90 days after placing the supply order.
2. Since the said demand of the Sansthan is estimated, during the supply period or even after the procurement process, if the Sansthan demands 25 percent more material than the approved quantity, it will be obligatory on the tenderer to supply the material at the acceptable rate.

- **ELIGIBILITY CRITERIA FOR OEM (Original Equipment Manufacturer):**

Furniture work and Benches:

The OEM for the Furniture Work must have following criteria

1. OEM shall have Service Centre & warehouse in Maharashtra and shall have compliance team for attending complaints within 24 hrs from the time of lodging the complaint. (copy of electricity bill and GST copy should be submitted before the execution)
2. OEM shall have manufacturing facility in India, documentary evidence in the form of factory license should be mandatory to submit before the execution.
3. OEM should submit product test reports along with used parameter of test and used machineries details for testing.
4. **Raw Material** to be used in product for steel shall be from the following reputed manufacturer: Tata Steel, JSW Steel, Sail, Jindal Steel, Essar Steel and For Powder coating Kansai Nerolac, Berger Paints and Asian Paints. OEM/Bidder needs to submit the quality / test report of purchase to be submitted from them only, 3rd party certificate will be entertained. It should mention that raw material is supplied by these reputed Steel manufactures.
5. OEM to provide **In-house testing certificates** for all the products mentioned in the tender before the execution.
6. The raw material shall be supplied from ISO 50001:2018, ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 Certified Manufacturers and all necessary ISO certificates to be attached.

- **SCOPE OF SERVICES TO BE PERFORMED BY BIDDER**

- a. Free maintenance services shall be provided during the period of contract. The response time for addressing the complaints shall be as per incident based schedule.
- b. Bidder will have to provide 5 years warranty for supplied material and other peripherals.
- c. If any dispute arises and persists between the Supplier and the Employer the same shall be referred to an Arbitrator appointed by the Management Committee of the Trust, Shri Saibaba Sansthan Trust, Shirdi, under the Arbitration and Conciliation (amendment) Act 2015 and the Arbitration and Conciliation Act 1996.
- d. The Goods supplied under the Contract shall be comprehensively insured by Bidder at its own cost, against any loss or damage, for the entire period of the Contract. Bidder shall submit to the Authority, documentary evidence issued by the insurance company, indicating that such insurance has been taken.

- e. Bidder shall bear all the statutory levies like customs, insurance, freight, etc. applicable on the Goods and also the charges like transportation charges etc. that may be applicable till the Goods are delivered at the respective sites of installation.
- f. Sansthan will not responsible for any type of accident occurred while carrying out the work. The bidder shall be responsible for any loss of life to the workers at the work site and in the premises. Supplier is full responsible for that & for the same; Compensation will not be paid by Sansthan at any how cost. The responsibility of safety and security of the material equipment brought out or installed by the Supplier at our site "Till they are hands over to Shri Saibaba Sansthan Trust" will remains with the Supplier and any claim of whatsoever nature due to any loss or otherwise will be not entertained.

- **GENERAL TERMS AND CONDITIONS-**

1. In case of dispute regarding the said transaction, it will remain under the jurisdiction of Rahata/ Kopargaon Court.
2. If the supplier refuses to supply the materials and violates any of the terms and conditions mentioned by the Sansthan, the Security Deposit amount will be forfeited and the said supplier's name will be blacklisted for the next 3 years or the decision taken by the Sansthan in this regard will be binding on Supplier. No complaint will be entertained by the supplier in this regard.
3. The Sansthan reserves the right to accept any tender partially/fully or reject all tenders.
4. The tenderer should not submit documents other than those called in the tender. Extra documents will not be considered.
5. Tax deductions applicable as per Government rules and applicable from time to time will be made from the bill.
6. Conditional tenders will be rejected immediately. The tenders of the tenderers who fail to fulfill the conditions and qualifications mentioned in the said tender will be rejected.
7. The Sansthan reserves the right to make any changes, amendments or to prescribe additional terms/conditions in the above terms and conditions. Any condition/conditions of the Tenderer will not be binding on the Sansthan, such Tenders will not be considered.
8. The Sansthan reserves the right to increase or decrease the bid quantity at the time of placement of contract. The Sansthan also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

- **Testing of Materials:**

The Executive Engineer / Architect shall be entitled to have tests carried out as specified in IS for any materials supplied by the Supplier (other than those for which satisfactory proof has been furnished) at the cost of Supplier and the Supplier shall provide at his expense all facilities which the Executive Engineer or Architect may require for the purpose. The cost of materials consumed as well as cost of testing from approved laboratory shall be borne by the Supplier.

Testing charges for materials and manufactured products, when tested by Sansthan in the Outside laboratory shall be recovered from the Supplier. Charges for testing of materials (if tested elsewhere) by the Supplier shall be borne by the Supplier.

- **Cost of Samples:**

The Supplier shall at their cost provide samples for the approval of Sansthan and shall provide alternative samples until an approval has been obtained.

The Supplier shall at their cost provide one set of approved standards and codes to which the proposed materials, items and works to be executed shall conform. Such a set shall be handed over to Sansthan's representative for ready reference. All materials, items and works, when submitted for approval shall have reference of Tender Specifications and drawings and of clauses of relevant standards and codes for acceptance criteria.

- **Rejection of Materials:**

The Architect/Executive Engineer shall have full powers to reject/instruct the Supplier for removal of any or all the materials brought to site by the Supplier which are not brand new and in accordance with the contract specifications or do not conform in character or quality to sample approved under Condition above. In case of default on the part of the Supplier in removing rejected materials, the Architect and/ or Executive Engineer shall be at liberty to have them removed by other means at the Supplier's risk and cost. The Supplier shall bring materials conforming to quality and character under Condition above to substitute the rejected materials.

- **Method of Acceptance of Material-**

- 1 All materials supplied will be accepted after verification by the concerned officer/ staff from the Shri Saibaba Sansthan Trust, Shirdi. Materials varies will not be accepted. If the material is not accepted, it will be the responsibility of the supplier to take it back immediately at his own cost. If they are not taken back, the Sansthan will not be responsible for the same.
2. Materials should be supplied as per the description in supply order and bill should be submitted accordingly.
3. The supplier shall be bound to supply the material at the approved rate. Price hike will not be given/asked for any reason.
4. The supplier should be delivered the material along with packing and forwarding to "Sai Baba Educational Campus", Gat No. : 183, Nimgaon Korhale, Tal.: Rahata, Dist. : Ahmednagar at his own expenses. Also the Warai (hamali) to unload material at our Store to be paid by supplier.

- **Tender Validity Period-**

The validity period of the said tender will be 120 days from the last date of online submission of the tender on GeM portal.

- **Payment Structure:**

1. No advance payment will be made.
2. On successful completion of delivery, inspection, installation of all Furniture Item/Material, 95% payment will be released.
3. Remaining 5% payment (kept as Security Deposit) and EMD amount will be released after successfully completion of operation and maintenance period of 5 years.

PENALTY SCHEDULE:**Penalty clause for delay in delivery:**

1. The amount of penalty for delay in delivery & installation shall be subject to a maximum limit of 10% of the total contract value.
2. Delay in excess of 4 weeks will be sufficient to cause for termination of the contract. In that case the EMD of the bidder will be forfeited.
3. In case, the selected bidder does not supply the ordered items for any reason, the bidder will be liable to pay the difference amount to the purchaser which indenter department has to pay to the next or other selected bidder for purpose of the said items.

- **Operational period penalty:
Warranty & Maintenance**

1. Warranty period of the supplied products shall be 5 years from the date of end user acceptance.(i.e. completion of work) or after completion of installation, commissioning & testing of goods at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The bidder should guarantee the rectification of goods in case of any break down during the guarantee period.
2. During the warranty period, the bidder shall warrant that the goods supplied under the contract are new, unused. The bidder further warrants that the goods supplied under this contract shall have no defects arising from design, materials or workmanship.
3. Authority or designated representatives of the bidder shall promptly notify Successful Bidder in writing of any claims arising under this warranty. Upon receipt of such notice, the Successful Bidder shall, within the warranty period and with all reasonable speed, repair or replace the defective systems, without costs to Authority and within time frame.
4. During the comprehensive warranty period, the Successful Bidder shall provide free of cost all maintenance service within 15 days of their availability.

MAKE LIST FOR FURNITURE WORK

Sr no	Particulars	Make
1	Laminate sheet 1 mm thick	Green Lam / Merino / Century
2	Glass	ModiGuard / saintGobain (and authorized processors)
3	Commercial Plywood – IS- 303 make	KIT Ply, Green, Anchor, Century, Regency
4	Plain/Laminated Particle Board	Green/Asian/ Prisum/ Woodpulp
5	Block Board	KIT Ply, Green, Anchor, Century/ Regency
6	Modular furniture	Godrej, Wipro, Modmen, Samta kitchen
7	Steel furniture	Navkar, Arihant, boton,
8	Chair	Godrej, Wipro, Botton, Bharat furnishing, Charu
9	Hardware for modular	Ebco, Hafle, Hettich, Onyex, godrej
10	Adhesive	Fevicol, unicol