

**GOVERNMENT OF INDIA
DEPARTMENT OF SPACE
INDIAN INSTITUTE OF REMOTE SENSING
IIRS
DEHRADUN
PURCHASE & STORES
INVITATION TO TENDER**

Ph No: 0135 - 2524317, 4318
Fax 0135 - 2748041
Email: pns@iirs.gov.in

Date : 11/02/2015

M/s

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Our Ref No : GIPP 2014-000316-01

Tender Due: 15:00 Hrs ISTon 03/03/2015

Dear Sirs,

Please submit your sealed quotation , in the Tender Form enclosed here along with the descriptive catalogues / pamphlets / literature ,superscribed with Our Ref.No. and Due Date for the supply of the following items as per the terms & conditions mentioned in Annexure(Form No:)

S.No.	Description of Items with Specifications	Unit	Quantity
1	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, 40mm double layered Al. frame based modular partition including lockable door (as per drawing) for 'A' & 'B' cubicles	SET.	1
2	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, Table along with side table, drawer unit, key board tray & CPU trolleys for cabins (A) as per drawing	SET.	1
3	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, 3 Seater modular table along with 3 sets of drawer units, key board tray and CPU trolleys	SET.	3
4	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, Revolving chair with gas lift and tilt adjustment, medium back with arm rests	NOS.	4
5	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, Non-revolving visitor chair with arm rests, low back (of above series)	NOS.	2
6	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, Storage units with sliding doors, locking arrangement, wooden finish top	NOS.	4
7	Supply and fixing of executive table set including main table, side table, back unit, hi-back revolving chair (1 No.) and low back visitor non-revolving chair (3 Nos.)	SET.	1

DELIVERY AT: IIRS

MODE OF DESPATCH DOOR DLVRY

DUTY EXEMPTIONS

SPECIAL INSTRUCTIONS NIL

SPECIFIC TERMS

Note: Vendor should offer not less than Two models for each item.

o/c

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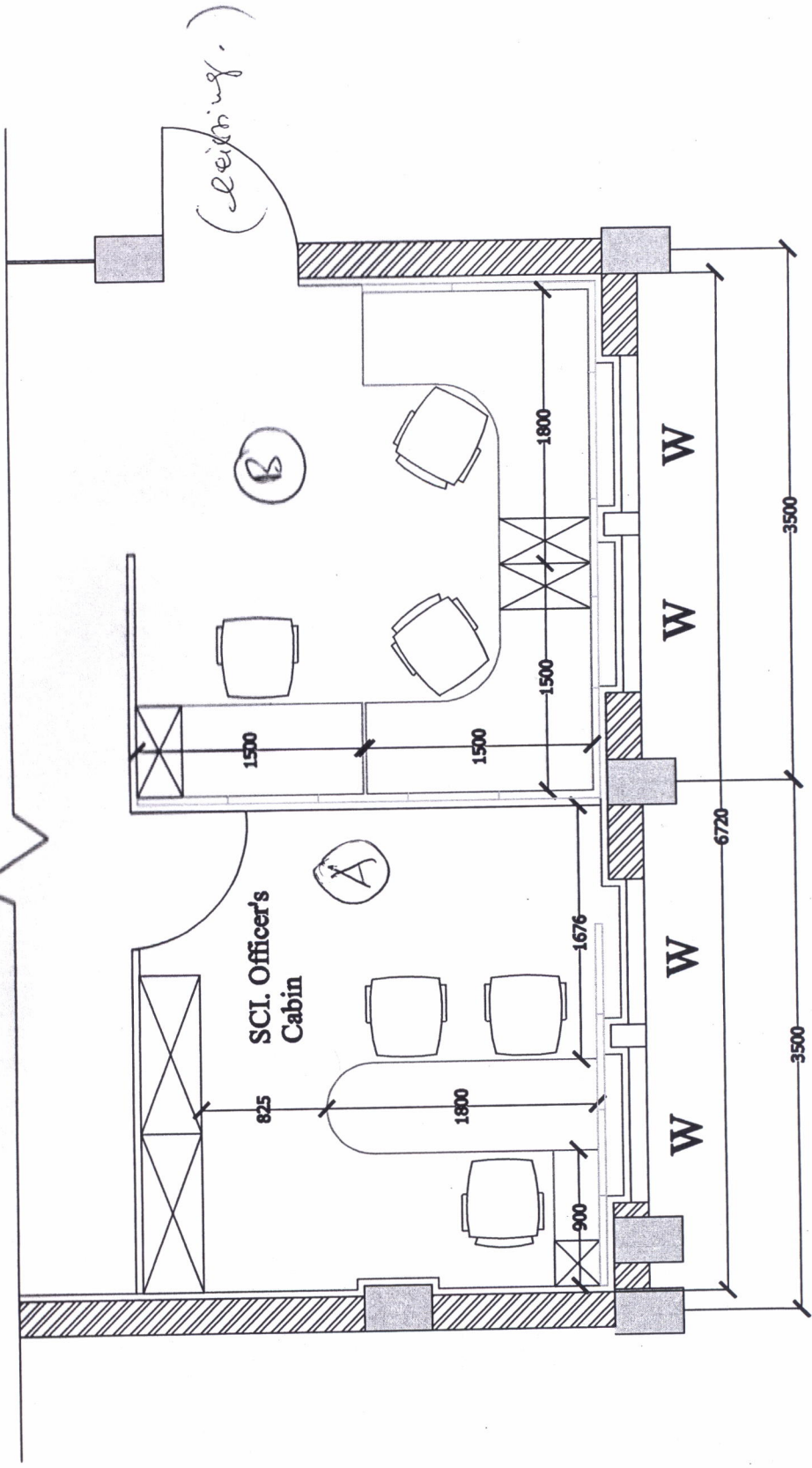


V.V. NARAYANAN KUTTY
PURS. & STORES OFFICER
For and on behalf of the President of India
The Purchaser

PR

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Note : 1. Dimensions of furniture is for placing only. Vendor shall make his own drawing with exact dimensions suitable to site conditions.

2. Leaflet/Brochure of each product alongwith color options shall be enclosed

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**Govt. of India, Dept. of Space
Indian Space Research Organisation
Indian Institute of Remote Sensing
4, Kalidas Road, Dehradun-248001
Ph: 0135-2524318/17**

Dated: 11/02/2015

Purchase & Stores Section

Dear Sir,

Your kind attention is invited to our tender enquiry No- GIPP 2014-000316-01, dated: 11/02/2015, Due on: 03/03/2015 at 15:00 hrs. for Modular Office System etc. A lot of varieties of indented Furniture are available with you. It is requested to quote the price between the range mentioned below:

S.No.	Description of Items with Specifications	Qty.	Price Band
1.	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, 40mm double layered al. frame based modular partition including lockable door (as per drawing) for 'A' & 'B' cubicles	01 Set.	₹12000-₹14000
2.	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, Table along with side table, drawer unit, key board tray & CPU trolleys for cabins (A) as per drawing	01 Set.	₹18000-₹20000
3.	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, 3 Seater modular table along with 3 sets of drawer units, key board tray and CPU trolleys.	03 Set.	₹25000-₹28000
4.	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, Revolving chair with gas lift and tilt adjustment, medium back with arm rests.	04 Nos.	₹6000-₹8000
5.	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, Non-revolving visitor chair with arm rests, low back (of above series)	02 Nos.	₹4000-₹5000
6.	Fabrication & SITC of modular office system as per annexure-I details, Make: Wipro/Godrej, Storage units with sliding doors, locking arrangement, wooden finish top	04 Nos.	₹10000-₹12000
7.	Supply & Fixing of executive table set including main table, side table, back unit, hi-back revolving chair (1 No.) and low back visitor non-revolving chair (3 Nos.)	01 Set.	₹100000-₹120000


Purchase & Stores Officer

GOVERNMENT OF INDIA
DEPT. OF SPACE, GOVT. OF INDIA
INDIAN SPACE RESEARCH ORGANISATION
INDIAN INSTITUTE OF REMOTE SENSING
No.4, KAIDAS ROAD, P.B.NO.135, DEHRADUN-248001

PURCHASE DEPARTMENT

NO.IIRS/P&S/GIPP-2014-000316-01/14-15

Date : 11-02-2015

SPECIAL TERMS AND CONDITIONS FOR SUBMITTING TWO PART BID

1. This is a two part tender viz., Techno-Commercial Bid (consisting of Technical Specifications, Commercial terms & condition etc.) and Price Bid. Hence, quotation should be submitted in separate sealed covers super-scribing "Tender No. **GIPP-2014-000316-01/14-15, Due on 03-03-2015 at 1500 hrs** (Techno-Commercial Bid) and Tender No. **GIPP-2014-000316-01/14-15, Due on 03.03.2015 at 1500 hrs** (Price Bid). Technical bid shall contain only the technical details, leaflets of product offered and Part-II i.e. Price bid shall contain the prices including all transport, taxes etc.
2. Both the sealed tenders (Techno-commercial & Price bid) should be kept in one big cover super scribing **TENDER for Fabrication & SITC of Modular Office System etc** against Enquiry No. **GIPP-2014-000316-01/14-15, Due on 03.03.2015 at 1500 hrs.** and put in the Tender Box available in Purchase Division, IIRS or send by post or Courier within the due date and time prescribed.
3. Only Techno-commercial bid will be opened on the date of tender opening. The price Bids of those tenderers whose Techno-Commercial Bids are found to be meeting our specifications / requirements will be opened.
4. The Techno-commercial Bid should have technical & commercial details only. No price should be quoted in the Techno-Commercial Bid.
5. Only authorized dealer of Godrej and Wipro having after sales service centre in & around Dehradun along with proof of authorization and original leaflets of products offered.
6. Vendors shall arrange the samples at IIRS for selection by the committee. Such selected items rates will be taken from price bid for placing the PO(s).

7. PART I- TECHNO-COMMERCIAL BID – In one cover

Techno-commercial part should clearly indicate the technical details, scope of supply, payment terms, delivery terms (FOR/EX-Work/) delivery period, taxes and duties. Warranty, Guarantee, Security Deposit, Performance Bank Guarantee, etc. under separate head. Please note that the price should not be indicated in the Techno-commercial Offer.

Complete literature/leaflets/catalogues or brochures relevant to the offered models are to be enclosed with the Techno-commercial Part of the Tender.

8. PART-II- PRICE BID – In one Cover

The price alone should be indicated. Wherever installation/Commissioning is involved such charges may be indicated separately in the Price Bid.

- a) In a tender, either the Indian agent on behalf of the Principal/OEM or Principal/OEM itself can bid, but both can not bid simultaneously for the same item/product in the same tender.
 - b) If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.
9. The offer should be valid for a minimum period of 120 days from the due date.
 10. **TENDER OPENING:** The Techno-commercial Bid will be opened on the specified date and time. In case any further clarifications/discussion are required, such clarification/discussions shall be called for before opening of Price Bid.
 11. Late and Delayed Tenders will not be considered. Therefore, please ensure that your tender is posted well in time to reach us before the due date and time.
 12. Technical compliance statement should be enclosed with your quotation.
 13. Fax/Email offers shall not be considered for TWO PART BID
 14. All the pages of your offer should be signed/initialed by competent authority and affixed with your company's Seal
 15. Tenders which are not prepared in terms of these instructions are liable to be rejected.

GENERAL TERMS & CONDITIONS

1. **Delivery:** Clearly mention the exact delivery period in your quotation.
2. **Sales Tax:** : We can not furnish Form C/D. Please indicate the applicable percentage of trade tax/vat in your quotation, if applicable.
3. **Specification:** Material should be offered strictly conforming to our specification, if any changes, should be clearly indicated by the supplier in the quotation. The supplier should also indicate make/type No. of the materials offered. Vague terms such as best India, Best Indigenous, Imported Make should not be used.
4. **Installation** : Installation should be done free of cost at IIRS, Dehradun
5. **Payment** : 90% Will be made within 30 days from date of supply, receipt, inspection & installation of the item by the indenting officer against pre-receipted bills in triplicate and balance 10% on production of Performance Bank Guarantee established through a nationalized bank valid for a period of 13 months from date of installation.
6. **CST** - With effect from 01.04.2007, Form-D has been withdrawn for Inter-State purchases by Government Departments. Now the percentage of CST on the Inter-State sales to Government Departments shall be the percentage of VAT/State Sales Tax as applicable in the State of the Seller/Dealer. Accordingly, the suppliers have to indicate clearly the % of CST applicable against each case in their offers.
7. **Customs Duty** - IIRS is eligible for **Customs Duty exemption** as per Notification No. 51/96 dated 23/6/1996 as amended by Notification No. 24/2007 dated 01.03.2007 . This may be taken into account while quoting for import items, if any.
8. In case tenderers offering items considering customs duty exemption, they should also indicate the price, separately, with Customs Duty component and terms and conditions thereto
9. **Force Majeure:** In case of strike, accident or any other unforeseen contingencies causing stoppage of work, we reserve the right to cancel and to modify the Order without liability for any compensation and/or claim of any description.
10. **Liquidated Damages** : If the items are not supplied and installed on or before the due date mentioned in the purchase order , Liquidated Damages are generally charged @ 0.5% of the value per week or part of a week subject to a max. of 10% of the total value of goods or 10% value of goods that could not be put to use due to late supply whichever is lower.
11. **Warranty:** Should be minimum One Year from date of supply, installation and acceptance against any manufacturing defects.
12. Tenderers are required to quote Basic Price, Installation charges and statutory levies separately.
13. In case of any dispute(s) the decision of Director, IIRS will be final.
14. Director, IIRS reserve the right to accept or reject any quotation in full or part thereof without assigning any reason.


Purchase & Stores officer