



भारत सरकार/ GOVERNMENT OF INDIA
अंतरिक्ष विभाग/ DEPARTMENT OF SPACE
भारतीय अंतरिक्ष विज्ञान एवं प्रौद्योगिकी संस्थान/INDIAN INSTITUTE OF SPACE SCIENCE & TECHNOLOGY
क्रय एवं भंडार विभाग / PURCHASE & STORES DEPARTMENT
वलियमला पीओ., तिरुवनंतपुरम 695 547/ VALIAMALA P.O, THIRUVANANTHAPURAM 695 547
केरल, भारत/ KERALA, INDIA
Ph No.:0471-2568451/ Tele Fax:0471-2568406/ E-mail : pso@iist.ac.in

निविदा आमंत्रण / INVITATION TO TENDER

Date : 24.06.2017

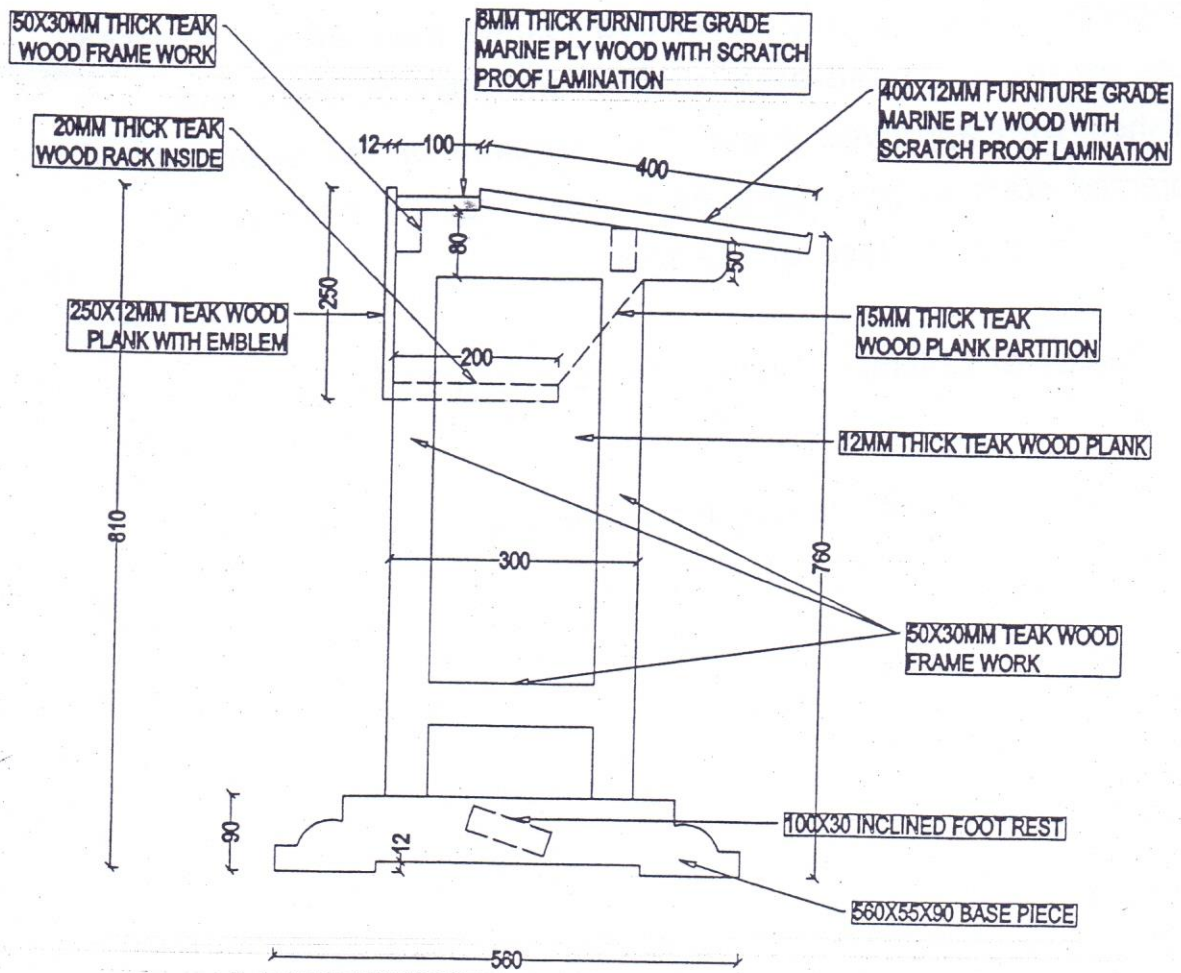
Tender Due on : **10.08.2017 at 14.00 Hrs**

Tender opening on: **11.08.2017 at 10.30 Hrs**

Dear Sirs,

Sealed tenders are invited from accredited manufacturers / suppliers / agents for the supply of the following equipment:

Sl. No.	Tender No.	Item Description	Qty/ Nos.	Cost of Tender (Rs.)
1.	2017004201	<p>Supply & Installation of CLASSROOM DESK (Specification and Drawing enclosed):</p> <p>2 Seater 3 Seater</p> <p>Specifications :</p> <p>Supply & Installation of classroom Tables made out of first class TEAKWOOD:</p> <p>The tables are to be made generally as per sketch No. : IIST/CW/CRF/001. Joints shall be conforming to carpentry standards and using only teakwood joining nails. All the exposed faces except laminated area shall be smoothly finished and polished with approved polish. The emblem of IIST with projected stars as per approved sample shall be engraved at the centre of the face of the table.</p> <p>A. Table of 125cm. - Length for two seater (120 Nos.) B. Table of 175cm - Length for three seater (50 Nos.)</p> <p>Note : Already these types of classroom desks are available in IIST. Those who interested to quote may visit and verify the design and quality of the desk at IIST Valiamala on working days between 10am and 4 pm, if required.</p>	120 50	500+VAT @5% (₹525/-)



SECTIONAL ELEVATION

(LENGTH 1.25M / 1.75M)

DRG. NO. IIST/CW/CRF/001

Commercial terms and Conditions Tender No. 2017004201 dated 24.06.2017

1. SPECIAL INSTRUCTIONS TO TENDERERS

- 1.1 **The bidder is required to submit quotation for the entire scope in a sealed cover super scribing the *Tender No. 2017004201 Due on 10.08.2017* and submit immediately but not later than the due date mentioned against the tender. If the tender is received after the due date and time (10.08.2017, 14 Hrs.), the same shall be summarily rejected. The tender will be opened on 11.08.2017, 10.30 Hrs. in the presence of the vendors who is present for the same.**
- 1.2 **The cost of tender stated against each tender shall be submitted *along with Technical & Commercial bid by Demand Draft* drawn in favour of the Sr. Accounts Officer, IIST and payable at State Bank of India, Valiamala Trivandrum-695 547. *In case the Demand Draft is not enclosed with the quotation, the bid shall be summarily rejected.***
- 1.3 **Since GST is to be implemented from 01.08.2017 onwards, please quote your GST Registration Number and PAN Number in your quotation. If you are not registered under GST, please mention the reason for the same in the quotation.**
- 1.4 **Payment:** Our normal payment term shall be within 30 days after supply, installation and acceptance.
- 1.5 The installation of class room desk to be done at our campus, Valiamala, Thiruvananthapuram-695 547. All pre-requisites such as foundation drawing, grouting and any consumables needed for carrying out the installation, if applicable, shall be separately mentioned in the technical bid.
- 1.6 For import cargoes, the purchase order shall be drawn directly to the foreign supplier through agents in India. We have our own freight forwarder and customs clearance at Trivandrum shall be done by us.
- 1.7 **All duties and taxes, if applicable shall be quoted separately.**
- 2.10 Accreditation documents such as current income tax/sales tax clearance certificate, clientele list with previous experience in the similar lines of supply must be provided with documentary evidence), Performance Certificate, authorization for import, after sales support in India etc. shall be explained in detail with proof.
- 2.11 **Guarantee & Replacement:**
 - a) The contractor shall guarantee that the stores supplied shall comply fully with the specifications laid down, for material, workmanship and performance.
 - b) For a period of twelve (12 months) months after the acceptance of the stores, if any defects are discovered therein or any defects therein found to have developed under proper use, arising from faulty stores design or workmanship, contractor shall remedy such defects at his own cost provided he is called

upon to do so within a period of 14 months from the date of acceptance thereof by the Purchaser who shall state in writing in what respect the stores or any part thereof are faulty.

- 2.12 **Earnest Money Deposit (EMD):-** Interest free EMD to ensure the earnestness of the vendor in the participation of the procurement process to the tune of ₹58,400/- by Demand Draft drawn in favour of the Sr. Accounts Officer, IIST, Trivandrum may be enclosed with Technical & Commercial bid sealed cover. The EMD will be refunded to the unsuccessful tenderers within 30 days after placement of Purchase Order. EMD will be forfeited in case the vendor withdrawn from the quotation.
- 2.13 **Security Deposit:-** Interest free Security Deposit @ 10% of the value of Purchase Order shall be payable by successful vendor for satisfactory execution of the Purchase Order.
- 2.14 **Performance Bank Guarantee:** 10% of order value shall be submitted by the Vendor for Warranty obligation.
- 2.15 **Liquidated Damages:** The period of completion indicated shall be the essence of the contract. In the event of delayed date of delivery & Installation, the liquidated damages @ 0.5% per week or part thereof subject to a maximum of 10% of the contract value shall be recovered.
- 2.16 **Force Majeure:** During the continuance of the contract, should a part or whole of the items covered by this contract be delayed in delivery due to reasons of force majeure condition which shall include lockouts, strikes, riots, civil commotions, fire, flood, windstorm, explosion, labour disturbance, act of any Govt. or any agency, judicial action, sabotage act of civil disobedience, act of public enemy, technical failure, accidents, acts of God and war, stoppage of deliveries by Govt. etc, each party undertakes to advise the other as soon as it becomes a way of the circumstance of such force majeure, so that action under the provisions of this contract can be mutually reviewed and agreed upon between contractor and IIST. If the force majeure condition extended over a period of six months, both the parties of the contract shall mutually discussed and arrived at an agreement for the continuation/ termination of the contract forthwith.
- 2.17 **Arbitration:** Dispute if any shall be settled mutually, failing which, it will be referred to a one-man arbitrator appointed by Director, IIST in accordance with the Arbitration and Conciliation Act, 1996 and any alteration/modifications thereof, whose decision shall be final and binding on both the parties
- 2.18 IIST reserves the right to either accept/reject any tender/s without assigning any reason/s whatsoever.
3. **Terms & Conditions of Tender Form No. DOS PM:20, Form No. DOS PM:22 & Form No. DOS PM:23 as per attachment.**

Sd/-
(M.B Subash Chandran)
Sr. Purchase & Stores Officer
For and on behalf of Director, IIST