

No. GD (M)/ (A&E)-I/Modular/79187

Dated: January 12, 2017

NOTICE INVITING TENDER

Sealed Tender super scribing “**Tender for Supply and Installation of Workstations and office furniture**” addressed to the Senior Deputy Accountant General (Administration), O/o the Accountant General (A&E)-I, U.P., 20, Sarojini Naidu Marg, Allahabad – **211001**, are invited in two bid system (Technical and Financial) from the original manufactures or their authorised dealers having valid VAT Registration/TIN/TAN/Factory Registration number under following terms and conditions on or before **31.1.2017 (up to 2.00 pm)**:-

A. General terms and conditions:

1. This Advertised Tender Enquiry is called for in two bid system i.e., (a) Technical Bid (b) Financial Bid. The prospective bidders who satisfy the eligibility conditions and are willing to abide by the terms and conditions specified shall only submit their bids along with necessary documents.
2. Bid should be submitted in two parts: -
 - i. **Technical Bid** - Bidder will submit Techno Commercial (**Annexure 1**) proposal along with **EMD** and other documents without Price Bid.
 - ii. **Financial Bid** – Bidder must submit Financial Bid strictly as per Priced bid (**Annexure 2**).
3. The bidders shall prepare one original and one copy of the technical bid and financial bid. The bidder shall seal the original and copy of Technical bid and Financial Bid in two separate envelopes duly marking the envelopes as Technical Bid and Financial Bid.
4. These envelopes shall be put inside one outer envelope super scribed as “Bid for Supply and Installation of Workstations and office furniture” as mentioned in Bid details- **Annexure A**.
5. Inner envelopes & the outer envelope should bear the Bid No. The inner and outer envelopes shall also indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared “late”.

6. If the outer envelope is not sealed and marked as required, this office will assume no responsibility for the bid's misplacement or premature opening.
7. The inner and outer envelopes shall be addressed to

**Senior Deputy Accountant General (Admn.)
O/o the Accountant General (A&E)-I, UP
Allahabad – 211001, UP, India**

8. Bids can be dropped in the Tender Box placed in his chamber as per details provided in the **Bid details- Annexure A**.
9. Each page, copies and annexures of the Technical Bid & Financial Bid must be sealed and signed by the authorized signatory of the bidder.
10. Amounts quoted in the price schedule/financial bid shall be in Indian Rupees (INR) that should be written in figures as well as in words. In case of discrepancies between prices written in figures and words, the prices written in words shall be considered to be correct.
11. Corrections made if any should be authenticated by the signature and date by the authorized person.
12. Price quoted should be inclusive of all duties, taxes and other charges and release of this amount to the bidder is subject to production of the proof of payment to the Departments concerned.
13. Price quoted should be with F.O.R. destination and inclusive all incidental expenses such as package, forwarding, transportation, insurance, labour charges etc.
14. Bidder should be willing to allow inspection of their facilities including relevant documents, and arrange for the visit to project(s) completed recently by them/factories.
15. The attempt on the part of the Bidder to negotiate directly or indirectly with the authority to whom the tender is being submitted or with the tender accepting authority, before the finalization of tenders, will make Bidder liable for exclusion from the consideration of his/her tender.
16. Failure to abide by any of the above terms and conditions will entail forfeiture of the EMD and the contract is liable to be summarily cancelled.

17. The defaulting contractor will be liable to pay any loss to the Government on account of cancellation of the contract and subsequent award of contract to other parties.
18. Bid details has been provided in **Annexure A**
19. Technical specification and Schedule of Requirement has been provided in **Annexure B** (subject to modification)
20. Illegible documents as well as documents not signed and submitted with bid will not be taken into consideration.
21. All annexures/documents/terms and conditions except Annexure 2 – Financial Bid should be submitted in Technical bid envelope.

B. Eligibility Criteria for Bidder

1. **Only Original Equipment Manufacturer (OEM) having own brand or their authorized dealer** should apply against this invitation for bid. Both the manufacturer and dealer should submit certificate in this regard with technical bid in **Annexure 1A**.
2. Bidder should have successfully executed at least **two work order** (for Supply and Installation of Workstations) and **three work orders** (office furniture- Almirah, Table, chair, computer table, computer chair, Book case) of at least **Rs. 25 lakhs each** in last **three financial years (2013-14, 2014-15, 2015-16)** for Central Government/ State Government / public sector undertakings. Other nature of work will not be considered. Bidder must submit the copy of supply order and completion certificate (which reflects the articles and value of supply) with technical bid.
3. The bidder should submit the list of customers for whom they have supplied (same items as in the bid) along with the year of supply and contact person (phone and email id) in the organization in **Annexure 1 B**. This may be read with clause B.2 and more than five orders can be given.
4. The bidders must provide a certificate indicating their adherence to all the clauses of the bid as per format in **Annexure 1C**.
5. The bidder shall furnish an undertaking duly attested by notary in a non-judicial stamp paper of value Rs. 50/- (Rupees Fifty Only) regarding their non-blacklisting in any of the government department and public sector undertaking /enterprise in

India and central vigilance commission during the last three financial years (2013-14, 2014-15, 2015-16) as per in **Annexure 1D**.

6. The Tendering entity should at least be in existence for over 10 years and should be having a turnover of at least **Rs. 100.00 crore per annum** as well as profit making unit in the last three financial years. (2013-14, 2014-15, 2015-16) and must submit Audited statement of P&L Account/Balance sheet/Annual financial statement with technical bid.
7. The Bidder must be 'registered' for sale, supply and installation of Workstations and office furniture from Directorate of Industries/ the National Small Industries Corporation (NSIC) and submit the same with technical bid.
8. Bidder must have registered the firm with the Sales Tax, Income TAX and Service Tax Departments and a copy of such registration certificate/documents should be enclosed.
9. The firm should have valid BIFMA & ISO 18001-2207, 9001-2008, ISO 14001-2004, ISO 18001-2007 or other relevant certificates and these be provided with technical bid.
10. Manufacturer should possess the capability to provide after sales service in Allahabad and must provide the local service centre details in technical bid.
11. The firm should give **two-years** warranty on all the items supplied/installed.
12. Bidder should own the necessary infrastructure including factory, required for executing the contract and capable to deploy the skilled manpower in desired number to undertake the project.
13. Bidders should submit Satisfactory Performance Certificates for the similar works from their customers for the work done. The product approval certificate, if any, from reputed organizations may also be submitted.

C. Award criteria –

1. The purchaser shall award the contract to the successful Bidder whose bid has been determined to be responsive and has been determined as the lowest evaluated bid on the basis of quoted rates for the estimated quantity of material, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.
2. The purchaser shall, however, not be bound to accept the lowest or any bid and reserves the right to accept any bid, wholly or in part. The purchaser at its

absolute and sole discretion reserves the right to award contract on one or more than one bidder for purpose as may be necessary or expedient. Also, the purchaser reserves the right to enhance/reduce the supply quantity of any product.

3. The Purchaser will take into consideration the Government of India/C&AG orders regarding procurement process.
4. The Accountant General (A&E)-I, UP, Allahabad reserves the right to cancel/modify/relax/add the terms and conditions under this tender notice at any stage without assigning any reasons.
5. The Accountant General (A&E)-I, UP, Allahabad further reserves the right to accept any bid or reject any or all bids without assigning the reasons thereof at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the bidder or bidders of the grounds for the purchaser's action.
6. The Purchaser is at liberty to bifurcate the order based on price and sample selected.
- 7. Bidder must be willing to supply/install whatever Part order is given to them.**
- 8. Financial bids of only those items will be considered whose samples has been selected by the Technical Evaluation Committee before opening of financial bid.**

D. EMD and Performance guarantee

1. The bid must be accompanied with an Earnest Money Deposit (EMD) of **Rs. 2,00,000.00** (Rupees Two Lakh only) or exemption certificate. The EMD should be in the form of Demand Draft / Bank Guarantee valid for a period of 120 days from the date of opening of the technical bids on any Nationalized Bank in favour of **Pay and Accounts Officer, Office of the Accountant General (A&E)-I, U.P. Allahabad**, failing which the bid would be rejected.
2. In the case of bidders whose bids are not considered for placing order, the Earnest Money Deposit will be refunded without any interest within one month from the date of issue of Purchase Order to the successful bidder.
3. The EMD of successful bidder would be returned without interest within 15 days after submission of required Performance Guarantee.

4. Within 10 days of receipt of the Purchase order, the Supplier shall furnish one performance guarantee of 10% of contract value in the form of Demand Draft/Fixed Deposit Receipt/Bank Guarantee from any nationalized bank, but no interest is payable on this amount, failing which EMD will be forfeited & the contract will be cancelled. The format will be provided at the time of awarding P. O.
5. If the supplier fails to fulfill his/their obligations as per the conditions of the Purchase Order, the Purchaser shall be well within its right to encash the performance Bank Guarantee. The proceeds so received shall be used to indemnify the losses suffered by Purchaser.
6. The supplier also needs to submit two copies of Purchase Orders duly signed and sealed by the authorized representative of the supplier along with the aforesaid bank guarantee.

E. Technical Bid –

1. Bidder should enclose all the relevant documents as per Annexure – 1 and other terms and conditions of this Notice” in their technical bid.
2. The schedule of Requirement and Technical Specification is provided in Annexure B, which must be submitted. The Actual requirement will depend on the availability of fund and approved drawing for installation of work station in the EDP halls of this office.
3. Bidders are advised to inspect the premises (EDP halls) on any of the working day for acquaintance and assessment before submission of the bids. The bidder has to give the designs, drawings, measurements, quantities and specifications for the proposed installation of work station in the EDP halls/actual site after due assessment by him/her independently. The drawing has to be submitted with technical bid.

F. Financial Bid –

1. Bidder should submit the financial bid as per **Annexure 2**.
2. Financial bid shall clearly indicate the unit price for each of the items to be supplied and installed.
3. All rates quoted should be inclusive of all taxes, standard packaging, freight, transit, insurance, loading & unloading charges, installation as per approved drawing etc.

4. The Bidder should note that the rates quoted in their Financial Bids are valid for a minimum of 180 days from the date of opening of the Tender.
5. Item-wise L1 will be determined for samples approved by the technical evaluation committee.
6. For EDP work station the Vendor has to dismantle and remove old work stations and they should include the cost towards it separately in the financial bid and the bidder may offer buy-back offer.

G. Rejection of Bids (financial and technical)

1. Conditional bids, bids submitted through Email/Fax/Telex, delayed bids and Incomplete bids received and bids not enclosed with the relevant supporting documents as per this NIT will be summarily rejected.
2. If any information furnished by the bidder is found incorrect at a later stage, the firm shall be liable to be debarred from tendering / taking up of work in the office.
3. The Accountant General (A&E)-I U.P., Allahabad or any of his nominee reserves the right to verify the particulars furnished by the bidder independently and also reserves the right to reject any bid without assigning any reason and to restrict the list to any number deemed suitable by it, if many bids satisfying the basic pre-qualification criteria are received.
4. The Accountant General (A&E)-I U.P., Allahabad or any of his nominee, reserves the right to accept or reject the lowest tender or any tenders in part or in full without assigning any reason whatsoever.

H. Clarification

1. While submitting the tender for this work, the Bidder will be deemed to have read, understood and accepted all the items and conditions stated in the tender document. Any doubts or clarifications with regard to the interpretation of the Terms & Conditions, specification of items stipulated in this Tender Enquiry, may be got clarified from O/o the Accountant General (A&E)-I, U. P. Allahabad.
2. A prospective bidder requiring any clarifications in the bid documents may notify Sr. DAG (Admn) in writing through mail/letter/fax at mailing address as given in Annexure A- bid details. Sr. DAG (Admn) will not respond in writing to any request for clarification of the bid document, which is **received after 20.1.17 (4pm)**

I. Opening of Bids

1. Scheduled date, time and venue have been provided in **Annexure A- Bid Details**.
2. Date and time may be changed without assigning any reason but bidders will be informed of change by email.
3. Bidders are at liberty to be present or authorize a representative to be present at the opening of the tender at the time and date as specified in the Tender Notice.
4. Representatives of Bidder who have not submitted the tender or representatives not possessing authority letter from the Bidder shall not be allowed to attend the tender opening.
5. Financial bid of only those bidders would be opened who successfully clear the technical bid.
6. Technical Bid and if necessary sample will be evaluated by Technical Evaluation Committee.

J. Sample and quality

1. Color Photographs of item No. 1 to 11 must be submitted with technical bid.
2. Bidders are required to submit sample (all items except Sl. 1 and 10. Material to be used in work station is required for sl. 1) for technical evaluation immediately after opening of technical bid and the vendor has to provide the same in office premises. The samples will be returned to bidders except successful bidder. The sample of successful bidder will return to the agency after satisfactory supply and installation.
3. Samples may undergo testing by this office or other government agency in order to determine the specification and quality as per Bid documents.
4. Purchaser reserves the right at the time of issue of Purchase Order to increase or decrease the quantity of goods and services originally specified in the Bid without any change in final unit price or other terms and condition.

K. Damage and penalty.

1. The supplier shall take all reasonable steps to protect the environment/office building/furniture on and off the site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of operation. During the execution of the Contract, the supplier shall abide by all existing enactments on

environmental protection, regulations, notifications, and bye-laws of the State or Central Government and rules made there under time to time.

2. The Bidder shall be responsible for the loss/damage of any items while executing the purchase order and compensate in full the loss sustained.
3. Damaged articles supplied will be identified and rejected at the time of inspection by this office and cost recovered from final payment.
4. If the bidder fails to execute the work by due date as per Purchase Order, the PO may be cancelled by this office and EMD/Performance guarantee will stand forfeited.
5. If the supplier fails to Supply and Install any or all of the goods with in the period specified in the Purchase Order, purchaser shall without prejudice to its other remedies under the Purchase Order, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% of the delivered price of the delayed goods weekly or part thereof of delay until actual delivery, up to a maximum deduction of the 10% of the contract price. Once the maximum is reached, the Purchaser has the right to terminate the contract without any liability to cancellation charges and encash the submitted performance guarantees.
6. The decision of the Accountant General shall be final for the amount of penalty for day to day delay against supply order but it subject to 10 % maximum ceiling.
7. This Office will not be responsible and will not pay for expenses which may have been incurred, or losses to person or property suffered by any bidder while execution of work or in connection with visits to and examination of the site and in the preparation of his tender for submission.

L. Services during warranty period

1. The maximum response time for maintenance complaint during warranty period (i.e. time required for supplier's maintenance engineer to report at the installation after a request call/telegram is made or letter is written) shall not exceed 24 hours (excluding Sunday & National Holiday).
2. The period for correction of defects in warranty/ AMC period is 72 hours.
3. In case an item is not usable beyond the stipulated maximum downtime the supplier will be required to arrange for an immediate replacement. In case the rectification of defects is not carried out within 72 hours and replacement of

defective items are not provided, a penalty of sum equivalent to 2.5% per week of the delivered price of that defective item(s) shall be levied. This penalty is applicable up to a maximum of 4 weeks (maximum 10%). Subsequently, the rectification shall be carried out by the consignee at the risk and cost of the supplier. The cost of repairs along with the penalty of 10% shall be recovered by encashing the performance bank guarantee submitted by the supplier and the balance amount if any, will be returned to the Supplier after completion of warranty obligations.

M. Payment terms:

1. 100% payment will be made within 15 days after satisfactory and timely supply inspection and installation by this office.
2. Deduction of taxes as per rule and orders at the time of payment may be done at source.
3. Quantities mentioned in the bid document are approximate and the payments will be regulated according to the actual quantities executed as per the PO.
4. The payment will be released only after submission of performance Guarantee. Performance Security should be submitted by the successful bidder irrespective of its registration status.

N. Conflict resolution and Arbitration

1. O/o AG (A&E)-I, UP and the vendor shall make every effort to resolve amicably by direct informal negotiation any difference or dispute arising between them under or in connection with the order. If after thirty (30) days from the commencement of such informal negotiations, both parties have been unable to resolve amicably the dispute; either party may require that the dispute be referred for resolution to the formal mechanisms as specified hereunder:
2. Any dispute or differences whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the award made in pursuance thereof shall be binding on the parties.
3. The arbitrator shall be the Accountant General (A&E) - I, UP or any other person appointed/nominated by him.

4. The performance under this contract shall not stop for any reason whatsoever during the said dispute/proceedings, unless the Service Provider is specifically directed by this office to desist from working in this behalf.
5. The venue of arbitration shall be Allahabad.
6. The Law governing the substantive issues between the parties shall be the Laws of India.
7. It is also a term of the contract that the arbitration shall be deemed to have commenced on the date the arbitrator issues notice to both the parties calling them to submit their statement of claims and counter statement of claims.
8. The decision taken by arbitrator shall be binding over both parties.
9. All disputes arising out of or in any way connected with this supply order deemed to have arisen in Allahabad and only the Court in Allahabad shall have jurisdiction to determine the same.

10. Force Majeure

- i. For purpose of this Clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not limited to wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- ii. If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Purchase Order.
- iii. Any period within which a party shall, pursuant to this contract complete any action or task shall be extended for a period equal to time during which such party was unable to perform such action as a result of force majeure.

O. Negotiation and change

1. Negotiation will be made to lowest bidder only, if necessary.
2. This office reserves the right to withdraw/ relax/add any terms and conditions mentioned above so as to overcome the problems if any, in the interest of work, but before issue of Purchase Order.

3. This office has reserved right either to allocate the full order to one agency or to allocate the order to more than one agency.
4. A duly constituted Techno-commercial Evaluation Committee (TEC) will shortlist the Bids on the basis of technical and commercial parameters including possible visit to inspect manufacturing facilities, if considered necessary.
5. Non-supply or non-installation of item within specified time may result in cancellation of Purchase Order at the sole discretion of purchaser and the EMD will stand forfeited.

Sr. Dy. Accountant General/Admn

**OFFICE OF THE ACCOUNTANT GENERAL (A & E)-I UTTAR PRADESH,
ALLAHABAD**

Annexure-1 (to be attached to the Technical bid)

The Bidder should satisfy him/herself of the minimum eligibility criteria (clause B) before submission of the bid. The Accountant General (A&E) –I U.P. Allahabad, reserves the right to reject any or all bids without assigning any reasons thereof:

Sl. No	PARTICULARS TO BE FURNISHED WITH TECHNICAL BID	
1	Name & Address of the firm with website, Phone and Email _id:	
2	Contact person's name, telephone number, mobile number, Fax No., E-mail etc.,	
3	Year of establishment/incorporation	
4	Warranty/guarantee period (Reqd. 2 years- clause B.11)	
5	Detail of Earnest Money Deposit Amount- Issuing Bank – FDR No./Bank Guarantee no.- Date-	
5	Whether drawing submitted? (Clause E.3)	
6	Local service centre address with phone no. email id	
7	Manufacturer/authorization for dealer certificate in Annexure 1A (Clause B.1)	
8	Details of similar works in Annexure 1 B (As indicated in Clause B.2 and B.3 attach PO copies)	
9	Undertaking in Annexure 1C (clause B.4)	

10	Declaration regarding black listing in Annexure 1D (Refer Clause B.5)	
10	Turnover of the company. Please provide the details for the last 3 years (Attach as per Clause B.6)	
	a. FY 2013-14	
	b. FY 2014-15	
	c. FY 2015-16	
12	a. Income tax PAN No.	
	b. Service Tax Registration number	
	c. TIN/VAT No.	
	d. EPF Regn. No.	
	e. ESI Regn. No.	
	f. Copies of ITR/assessment order for last 3 FY.	
	(Also attach attested copies clause B.7, 8)	
13	NSIC/BIFMA & ISO certificates (attach attested copies as per clause B.9)	
14	Factory Details (Clause B.10)	
15	Completion/performance certificates (Clause B.11)	
16	Name of the Banker with details (Payment will be made into the Account)	
17	Please enclose color photographs of Item no 2 to 11	
17	Other information the applicant might like to give in support of the application	

I/we certify that the information furnished above is true and correct. The terms and conditions are acceptable to us.

Date:

Signature

Name & Address of Bidder.....

Annexure 2 – Financial bid for supply and installation of Furniture/Work stations

Tender Notice No _____

Date _____

1. Name of Agency/firm
2. Address of the company

SI NO.	Product Details	Brand	Deviation to technical specification if any.	Quantity	Unit price - numeric (All inclusive of one unit)	Unit price - words (All inclusive of one unit)
1.	Modular WorkStation with electrical fittings			100		
	Cost of dismantling and removal of existing work station			1		
	Cost of providing 3 15/5AMP board with switches of anchor/havells with wiring			100		
	Buy back option of existing work stations (give total amount)					
Total of above= Rs.						
2.	Executive Table (AO)			1		
3.	Jr. Executive table			1		
4.	Table for Sr. Accountant/Clerks			1		
5.	Computer Table			1		
6.	Training table			1		
7.	Steel Chair			1		
8.	Filing Cabinet- 4 drawer			1		

9.	Book Case			1		
10	Steel Almirah (Big)			1		
11	Steel Almirah (Small)			1		

1. In case of discrepancy between unit price and total price, the unit price shall prevail.
2. Bids shall be evaluated based on individual item-wise price and negotiation.
3. **Quantity & Rates of Work stations should be given by the agency after survey/measurement of available place for installation.**
4. Details of requirement is given in Annexure C.

Date:

Signature

Name & Address of Bidder.....

OFFICE OF THE ACCOUNTANT GENERAL (A & E)-I UTTAR PRADESH, ALLAHABAD


Annexure A - Bid Details


Nature of work	Supply & Installation of Office use Furniture
Estimated cost of work	Rs. 70 lakhs
Completion period	Maximum 40 days for workstation and 30 days for rest of items.
Amount of Earnest Money	Rs. 2,00,000/- in the form of Demand Draft along with the Technical bid or exemption certificate if applicable.
Address for Bid	Sr. DAG(Admn) O/o the Accountant General (A&E), -I, Uttar Pradesh, Allahabad – 211001.
Last date of submission of tenders	31.1.2017 up to 2.00 pm
Opening of technical bid	31.1.2017 at 3.30 pm
Opening of financial bid	Will be intimated to bidder by email.
Email_id of office	agupaeuttarpradesh1@cag.gov.in
Telephone No.	0532 244740
Website address	www.agup.nic.in

Sr. Dy. Accountant General/Admn

OFFICE OF THE ACCOUNTANT GENERAL (A & E)-I UP, ALLAHABAD

Annexure B- Schedule of Requirement (Subject to Change) and Technical Specification

Sl. No	Technical Specification of Product	Quantity	Remarks
1.	<p>WorkStation with electrical fittings Dimension: 1200mm (L) x600mm (W) x1200mm (HT) with 2 box drawers and 1 file drawer with central locking system. Rectangular shaped with extra whole for wire management Worktops: 25mm Thick Pre laminated particle Board Edges Worktop- PVC lipped Panel Height 1200 mm/4 ft Panel Thickness: 30 mm along with Anodized Aluminum Trims and which have raceway to run data, electrical, phone wire and pin up board. legs: 18 mm Thickness, pre laminated board Key Board Tray High impact Plastic key board along with modular 3 drawer Unit made out of Prelim Board.</p>	100	
2.	<p>Executive Table Dimension: Table 1800 mm (L) x 900 mm (W) x750 mm (HT) Rectangular shaped with extra whole for wire management, Dimension for side Cabinet with 2 drawer: - (900mm X440mmX690mm), Dimension for 3 Mobile Pedestal/Drawer: - (400mm X485mm X665mm) Worktops: 25mm Thick three layer MDF Key Board Tray (High impact Plastic key board) Edges Worktop banded PVC tape/beat of 35mm thick legs: 16 mm Thickness, MDF BOARD Top shall be fixed with gable end modesty panel using right angle channel 30x30x300 mm long for inter connecting gable end modesty panel are to be made 18mm thickness three layers pre laminated particle boards.</p>	20	
3.	<p>Jr. Executive Table- Dimension: Table 1500 mm (L) x 900 mm (W) x750 mm (HT) Rectangular shaped with extra whole for wire management, Dimension for side Cabinet with 2 drawer :- (900mm X440mmX690mm), Dimension for 3 Mobile Pedestal /Drawer:- (400mm X485mm X665mm) Worktops: 25mm Thick three layer MDF Key Board Tray (High impact Plastic key board) Edges Worktop banded PVC tape/beat of 35mm thick legs: 16 mm Thickness, MDF BOARD Top shall be fixed with gable end modesty panel using right angle channel 30x30x300 mm long for inter connecting gable end modesty panel are to be made 18mm thickness three layers pre laminated particle boards.</p>	60	
4.	<p>Table (Acct)- Dimension - 1365x680x750mm</p> 	150	

5.	<p>Computer Table: Dimension: 1200mm (L) x600mm (W) x750mm (HT) with 2 box drawers and 1 file drawer with central locking system. Worktops: 25mm Thick Pre laminated particle Board Edges Worktop PVC Lipped legs: 25 mm Thickness, pre laminated board Key Board Tray High impact Plastic key board</p>	30	
6.	<p>Training table: 900Lx 600W750H mm 1.25” Square Pipe</p>	85	
7.	<p>Steel Chair</p> 	120	
8.	<p>Filing Cabinet- 4 drawer Dimension: 1290x474x620mm LOAD CAPACITY (kg)- 56 Construction – RIGID KNOCK DOWN Made with 0.7mm thick CRCA steel epoxy powder coated. The drawer should have provision for hanging of files. The drawer should have snap fitted label holders. The cabinet should have locking system Finish - Epoxy Polyester Powder coated to the thickness of 50 microns.</p>	60	
9.	<p>Book Case Dimension: 1675 H x 840 W x 310 D (mm) Four shelves Body CRC sheet metal 1.5 mm thick Finish - Epoxy Polyester Powder coated to the thickness of 50 microns.</p>	25	
10.	<p>Steel Almirah (Big) 1980H x 915W x 485D mm (Outer Body 0.5 mm, CRCA Door 1mm, CRCA shelves 1mm The almirah should have 4 no adjustable full shelves. Should have hinged door arrangement and the lock should have 3 way locking mechanism. Finish - Epoxy Polyester Powder coated to the thickness of 50 microns.</p>	100	
11.	<p>Steel Almirah (Small) 1280H x 760W x 435D mm Outer Body 0.5 mm ,CRCA Door 1mm, CRCA shelves 1mm locking mechanism.</p>	50	

Annexure 1A

MANUFACTURER AUTHORIZATION FORM

No. _____

dated

To _____

Dear Sir:

Bid No. _____

We _____ who are established and reputed manufacturer of _____ (name and description of goods offered) having factories at _____ (address of factory) with factory registration no. ----- do hereby authorize M/s _____ (Name and address of Agent) to submit a bid, and sign the contract with you for the goods manufactured by us against the above bid. We hereby extend our full warranty of the Conditions of Contracts, for the goods and services offered for supply by the above firm against this Invitation for Bid.

Yours faithfully,

(Name)

(Name of manufacturers)

Note: This letter of authority should be on the letter head of the manufacturer or OEM and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.

Annexure-1B (to be attached to the Technical bid)

List of works i.e., **Supply & Installation of workstation & Furniture for Office Use** completed during the last three years (2015-16, 2014-15 & 2013-14) for Central/State Government/Public Sector Undertakings (as detailed in the conditions of the contract)

SL NO	CLIENT'S NAME AND ADDRESS	FIN.YEAR	AMOUNT OF WORK ORDER (FOR COMPACTOR ONLY)	PO DATE AND COMPLETION DATE	E-MAIL ID OF CLIENT
1					
2					
3					
4					
5					
6					
7					
8					

NOTE – COPY OF PO WITH SCHEDULE OF WORK MUST BE ENCLOSED.

Dated.....

Signature

Name & Address of Bidder.....

**Annexure 1C- UNDERTAKING FOR ACCEPTING TERMS AND
CONDITIONS**

1. I/We undertake that I/We have carefully studied all the terms and conditions and understood the parameters of the proposed supply order of the O/o The Accountant General (Civil Audit) and shall abide by them.
2. I/We also undertake that I/We have understood and “Technical Specifications” for executing the work mentioned in Annexure and shall conduct the supply and installation strictly as per the Technical Specifications for executing the Order.
3. I/We further undertake that the information given in this tender are true and correct in all respect and we hold the responsibility for the same.
4. I/We also undertake that the items being supplied are in accordance with specifications given in the Annexure to the Notice Inviting Tender and I/We shall be responsible for rejection/cancellation of contract if the equipment are not found up to the mark or for civil/criminal Proceedings if the material supplied is found sub-standard.

Dated.....

Signature

Name & Address of Bidder.....

Annexure 1D – Declaration regarding blacklisting

UNDERTAKING

This is to confirm that we M/s _____ (give full address) have not been blacklisted in any of the government department and public sector undertaking /enterprise in India and central Vigilance commission, in last three years (2013-2014, 2014-15, 2015-16) or before release of advertisement.

If the above information is found false at any stage after the placement of Purchase Order, O/o the Accountant General (A&E) – I, UP, Allahabad will have full right to cancel the Purchase Order and forfeit the EMD/Performance Guarantee.

All the direct and indirect cost related to the cancellation of the order will be borne by us besides any legal action by O/o the Accountant General (A&E) – I, UP, Allahabad which may be deemed fit at that point of time.

Authorized Signatory

Note: The undertaking regarding the non-blacklisting of firm is to be submitted on a non-judicial stamp paper of Rs. 50/- (Fifty only)