



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2025/B/6016517
Dated/दिनांक : 03-03-2025

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	14-03-2025 09:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	14-03-2025 09:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Education
Department Name/विभाग का नाम	Department Of Higher Education
Organisation Name/संगठन का नाम	Indian Institute Of Technology (iit)
Office Name/कार्यालय का नाम	Kanpur
क्रेता ईमेल/Buyer Email	buyer95.iitk.up@gembuyer.in
Total Quantity/कुल मात्रा	300
Item Category/मद केटेगरी	Modular Work Stations (V2) (Q3) , Revolving Chair (V4) (Q2)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	24 Lakh (s)
OEM Average Turnover (Last 3 Years)/मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)	192 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes

Bid Details/बिड विवरण

Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	Yes
Past Performance/विगत प्रदर्शन	80 %
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Primary product category	Modular Work Stations (V2)
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Arbitration Clause	No
Mediation Clause	No

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	96000

ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लभार्थी :

Registrar

Computer Science and Engineering, Indian Institute of Technology (IIT), Kanpur - 208016

(Registrar, IIT Kanpur)

MII Purchase Preference/एमआईआई खरीद वरीयता

MII Purchase Preference/एमआईआई खरीद वरीयता	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.
5. OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
6. Preference to Make In India products (For bids < 200 Crore): Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023.

[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

7. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

8. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

9. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 80% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

Modular Work Stations (V2) (100 per seat)

(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)

Technical Specifications/तकनीकी विशिष्टियाँ

[* जेम केटेगरी विशिष्टि के अनुसार / As per GeM Category Specification](#)

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERIC	Type of system	Tile based system (shape fit tiles), Hybrid panel based system (combination of sliding & snap fit tiles), Desk based system, Storage based system, Panel based system

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Type / Shape of cluster	Single Seater L Shape Cluster, Single Seater Rectangular Cluster, Single Seater Rectangular Cluster with Back to Back sitting, Double Seater C shape Cluster with Curvilinear Top, Double Seater T shape Cluster with Curvilinear Top, Double Seater Rectangular shape Cluster with Side By Side sitting, Double Seater Rectangular shape Cluster with Back to Back sitting, Four Seater H Shape Cluster with Curvilinear Top, Four Seater Plus Shape Cluster with Curvilinear Top, Four Seater Rectangular Cluster with Straight Line Side by Side Sitting, Four Seater Rectangular Cluster with 2 X 2 Opposite Sitting, Six Seater Rectangular Cluster with 3 X 3 Opposite Sitting, Three seater Rectangular cluster
CONSTRUCTION	Wire Management for electric switch	Skirting race-way, Mounted on bottom tile or back, Below table top by cable trays, Above the table Top, Below table top
INSTALLATION COMMISSIONING	INSTALLATION COMMISSIONING	The price includes the cost of installation and commissioning of the entire unit at consignee site (excluding the cost of Civil Work which would be got done by the Consignee at his own cost as per design and layout plan provided by the seller).
MATERIAL	Frame material for work station	Powder coated CRCA hollow system, Powder Coated Extruded Aluminium Sections, MS tube section
	Work top support material	Gable end made of prelaminate particle board, Commercial Block Board BWP grade, Decorative Block Board BWP grade, Commercial Block Board MR Grade, Decorative Block Board MR Grade, MS tube section round pipe with brackets, MS tube section of Sq. pipe with brackets, CRCA round steel pipe with brackets, CRCA steel Sq. pipe with brackets, Aluminium with bracket, Prelaminated MDF
	Material of table top	Prelaminated particle board Grade I type II conforming to IS 12823/Latest, Prelaminated particle board Grade II type II conforming to IS 12823/Latest, Commercial Block Board BWP grade Conforming to IS 1659, Decorative Block Board BWP grade Conforming to IS 1659, Commercial Block Board MR Grade Conforming to IS 1659, Decorative Block Board MR Grade Conforming to IS 1659, Teak wood, BWR Plywood conforming to IS 303, MDF board conforming to IS 12406/Latest, Prelaminated MDF board conforming to IS 14587/Latest
	Table top finish material	PVC, Paper based laminate, PU coat, Membrane, Veneer, Prelaminated, NA
	Thickness of table top finish	0.4 mm, 0.6 mm, 0.72 mm, 0.8 mm, 1 mm, 1.5 mm, 3.5 mm, 4 mm, NA
	Thickness of under table top finish	0.4 mm, 0.6 mm, 0.72 mm, 0.8 mm, 1 mm, 1.5 mm, 3.5 mm, 4 mm, NA
	Material of tiles for top	Fabric upholstered with Foam and Prelaminated particle board, Laminate, Fabric tackable, Fabric magnetic, Glass Writing board, Back painted glass tiles, Plain glass tiles, White Board, NA

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Material of intermediate tiles	Fabric upholstered with Foam and Prelaminated particle board, laminate, White Board, Sandwich coloured glass screen with powder coated metal brackets, laminated block - 38mm thick paper honeycomb plus 3mm mdf on each side plus decorative laminate, NA
	Material of bottom tiles	Metal tile powder coated, Prelaminated particle board tile, Commercial Block Board BWP grade tile, Decorative Block Board BWP grade tile, Commercial Block Board MR Grade tile, Decorative Block Board MR Grade tile, Fabric Tile, NA
	Material of leg	CRCA steel Conforming to is 513 latest, ERW tube Conforming to IS 3074, ERW tube Conforming to IS 4923, Stainless Steel 202, Stainless Steel 304, Aluminium, Prelaminated particle board Conforming to is 12823/latest, M.S, NA
	Type of leg	Loop leg, Inverted U leg, Tapered Leg, Pole Type, NA
	Screen/Divider Material	Fabric tackable, Fabric magnetic, Decorative laminate, Laminated Glass, Plain Glass, Sadwiched Glass, White Marker Screen, Prelaminated particle board divider, Acrylic,Acoustic divider, NA
	Overhead Storage Provided	Overhead Storage Front Facing, Overhead Storage On Both Side i.e. on Front and Backside, No Overhead Storage
DIMENSION	Length of table top (main frame) ±10 mm	600 mm, 750 mm, 800 mm, 900 mm, 915 mm, 1000 mm, 1050 mm, 1200 mm, 1220 mm, 1350 mm, 1500 mm, 1650 mm, 1800 mm, 1836 mm
	Length of table top (Return Frame)± 10mm	900 mm, 915 mm, 1050 mm, 1200 mm, 1220 mm, 1350 mm, 1500 mm, 1650 mm, 1800 mm, NA (For rectangular)
	Depth of table top ± 10mm	450 mm, 500 mm, 550 mm, 600 mm, 610 mm, 650 mm, 750 mm, 1000 mm, 1182 mm, 1200 mm, 1260 mm, 1380 mm, 1500 mm, 1560 mm, 1590 mm, 1620 mm
	Thickness of table top ±2mm	18 mm, 25 mm, 34 mm, 36 mm, 43 mm
	Overall height of work station partition ±10mm	750 mm, 760 mm, 900 mm, 1000 mm, 1050 mm, 1100 mm, 1150 mm, 1200 mm, 1250 mm, 1300 mm, 1350 mm, 1400 mm, 1450 mm, 1500 mm, 1550 mm, 1600 mm, 1650 mm
	Thickness of side partition/panel ±2mm	8mm, 15 mm, 18 mm, 20 mm, 23 mm, 25 mm, 30 mm, 35 mm, 40 mm, 45 mm, 50 mm, 55 mm, 60 mm, 65 mm, 70 mm, 75 mm, NA

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Thickness of main frame ±2 mm	15 mm, 18 mm, 20 mm, 25 mm, 30 mm, 35 mm, 40 mm, 45 mm, 50 mm, 55 mm, 60 mm, 65 mm, 70 mm, 75 mm, NA
	leg size/Section	40 mm x 40 mm, 50 mm x 50 mm, 40 mm x 20 mm, 60 mm x 20 mm, 60 mm x 25 mm, 60 mm x 30 mm, 50 mm x 25 mm, 18 mm Dia, 25 mm Dia, 45 mm Dia, 50 mm Dia, NA
	Thickness of leg/section /material	14 gauge, 16 gauge, 18 gauge, 20 gauge, 22 gauge, 18 mm, 25 mm, NA
KEYBOARD TRAY	Material of keyboard tray	Stainless steel, CRCA, Plastic PVC, Prelaminated particle board, Prelaminated MDF board, NA
	Material thickness of keyboard tray	0.8 mm (for metal), 0.9 mm (for metal), 1 mm (for metal), 1-3 mm(For plastics), 18 mm, 25 mm, NA
PEDESTAL UNIT	Total number of Pedestal unit provided	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, NA
	Construction of pedestal	Top supporting, Free standing full height with castor, free standing low height with castor, Free standing full height without castor, free standing low height without castor, NA
	Total Number of drawers /storage in Pedestal units	One drawer, Two drawers, Three drawers, Four drawers, One shutter, Two shutter, No Pedestal unit
CERTIFICATION	Test reports to be furnished to buyer on demand	Yes, No
WARRANTY	Warranty period	1 Year, 2 Years, 3 Years, 4 Years, 5 Years

Additional Specification Parameters - Modular Work Stations (V2) (100 per seat)

Specification Parameter Name	Bid Requirement (Allowed Values)
Mandatory Specification	Refer to buyer added bid specific Scope of Work / ATC

* Bidders offering must also comply with the additional specification parameters mentioned above.

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rohit Pandey	208016,Central Store & Purchase Section, IIT Kanpur, GT Road, Kalyanpur 208016 (UP)	100	60

Revolving Chair (V4) (200 pieces)

(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)

Technical Specifications/तकनीकी विशिष्टियाँ

* जेम केटेगरी विशिष्टि के अनुसार / As per GeM Category Specification

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
GENERAL REQUIREMENT	Type of chair	High Back, Mid Back, Low Back
UNDERSTRUCTURE	Tilt mechanism	Only revolving without tilting mechanism, Revolving with back tilting, Center tilt mechanism, Knee tilt mechanism, Knee tilt Synchronic mechanism, Synchronic tilt mechanism, Tilt working with torsion bar mechanism, Active bio synchro mechanism, Front pivot synchro tilt mechanism Or higher
	Locking mechanism	No locking (Fixed type), Back tilt and locking, Upright locking, Tilt limiter, 3 Position locking, 4 Position locking, 5 Position locking, Multi position locking Or higher
	Seat depth adjustment	Adjustable, Fixed type Or higher
	Revolving mechanism	Designed with 360 degree-revolving type, Designed with revolving type with auto return
	Pedestal base	Glass filled nylon, Mild steel powder coated, Mild steel chrome plated, Mild steel with wooden cladded, Stainless steel, Aluminium die cast, Teller base with foot ring MS powder coated, Teller base with foot ring MS chrome plated
	Minimum thickness (in mm) of MS Plate Joining the backrest with seat of the chair	1 - 6 (millimeter)
SEAT	Seat material	Moulded PU, PU foam, Mesh
	Density of PU used in seat (kg per cubic meter)	<=30, >30<=40, >40<=50, >50, NA
	Thickness of PU used in seat (mm)	<=30, >30<=40, >40<=50, >50, NA
	Minimum seat height from floor surface (mm)	<=400, >400<=500, >500

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	Width of seat (mm)	<=400, >400<=450, >450<=500, >500
	Depth of seat (mm)	<=400, >400<=450, >450<=500, >500
	Seat upholstery material	Mesh fabrics, Polyester fabric, Leatherette, Leatherette with spacer fabric, Leather
BACKREST	Backrest type	Flexi back, Tilting type, Fixed type Or higher
	Backrest height	Fixed, Adjustable Or higher
	Backrest support type	Adjustable lumber support, Fixed lumber support, Contoured back / Without lumber support
	Backrest base frame material	Mild steel frame, Hot pressed plywood, Wood, Injection moulded plastic, Aluminium die cast
	Density of PU used in backrest (kg per cubic meter)	<=30, >30<=40, >40<=50, >50, NA
	Thickness of PU used in backrest (mm)	<=30, >30<=40, >40<=50, >50, NA
	Width of backrest (mm)	<=400, >400<=450, >450<=500, >500
	Backrest height from the seat level	>=350<=450, >450<=550, >550
	Backrest upholstery material	Mesh fabrics, Polyester fabric, Leatherette, Leather
ARMREST	Armrest type and arm movement	Adjustable (up and down), Adjustable (left and right), Adjustable (Up and Down, Front and Back), Adjustable (left, right, up, down, front, back), Swivel (left, right, up, down), Adjustable (left, right, up, down, front, back, swivel), Fixed, Without armrests
WARRANTY	Warranty period in number of years	1, 2, 3, 4, 5 Or higher (year)

Additional Specification Parameters - Revolving Chair (V4) (200 pieces)

Specification Parameter Name	Bid Requirement (Allowed Values)
Mandatory Specification	Refer to buyer added bid specific ATC / Scope of Work

* Bidders offering must also comply with the additional specification parameters mentioned above.

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Rohit Pandey	208016,Central Store & Purchase Section, IIT Kanpur, GT Road, Kalyanpur 208016 (UP)	200	60

Buyer added Bid Specific Additional Scope of Work

S.No.क्र.सं.	Document Title	Description	Applicable/रिर्वर्स प्रभार के अनुसार जीएसटी i.r.o. Items
1	Specification Document View	Specification Document	Modular Work Stations (V2)(100)

The uploaded document only contains Buyer specific Additional Scope of Work and / or Drawings for the bid items added with due approval of Buyer's competent authority. Buyer has certified that these additional scope and drawings are generalized and would not lead to any restrictive bidding.

Special terms and conditions-Version:1 effective from 29-03-2023 for category Modular Work Stations (V2)

1. After award of contract- Successful bidder shall have to get Detailed Design Drawings approved from buyer before starting fabrication. Successful bidder shall submit Detailed Design Drawing for Buyers approval within 7 working days of award of contract .Buyer shall either approve the Drawings or will provide complete list of modification required in the drawings within 7 working days. Seller shall be required to ensure supply as per approved Drawings with modifications as communicated by Buyer. If there is delay from buyer side in approval of drawing-the delivery period shall be re-fixed without LD for the period of delay in approval of Drawing.

Special terms and conditions-Version:1 effective from 18-06-2024 for category Revolving Chair (V4)

- 1.

Special Terms and Conditions

1. The colours for the Seat and Back, are specified based on the procurement done by various buyers on GeM.
2. Sellers are advised to refrain from uploading any catalogue selecting image colour other than the option chosen for the catalogue, as available in the category. Any mismanagement of this will be treated seriously as per GeM policies.
3. In case buyer requires to buy any other colour not covered in the category, same may be specified under additional parameters while creating the bid. The colours mentioned in the additional parameters by the buyer in the bid shall prevail over the colours indicated in the catalogue.
4. Sellers are advised to check the complete bid document while offering their prices.

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. **Generic**

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up

to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be $(\text{Increased quantity} \div \text{Original quantity}) \times \text{Original delivery period (in days)}$, subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

2. **Generic**

Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.

3. **Generic**

Bidders shall quote only those products (Part of Service delivery) in the bid which are not obsolete in the market and has at least 2 years residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period.

4. **Generic**

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

5. **Generic**

Experience Criteria: The Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for 3 years before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the year. In case of bunch bids, the primary product having highest value should meet this criterion.

6. **Generic**

Data Sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.

7. **Generic**

Installation, Commissioning, Testing, Configuration, Training (if any - which ever is applicable as per scope of supply) is to be carried out by OEM / OEM Certified resource or OEM authorised Reseller.

8. **Generic**

Manufacturer Authorization: Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

9. **Generic**

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

10. **Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally

liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

11. **Generic**

Without prejudice to Buyer's right to price adjustment by way of discount or any other right or remedy available to Buyer, Buyer may terminate the Contract or any part thereof by a written notice to the Seller, if:

- i) The Seller fails to comply with any material term of the Contract.
- ii) The Seller informs Buyer of its inability to deliver the Material(s) or any part thereof within the stipulated Delivery Period or such inability otherwise becomes apparent.
- iii) The Seller fails to deliver the Material(s) or any part thereof within the stipulated Delivery Period and/or to replace/rectify any rejected or defective Material(s) promptly.
- iv) The Seller becomes bankrupt or goes into liquidation.
- v) The Seller makes a general assignment for the benefit of creditors.
- vi) A receiver is appointed for any substantial property owned by the Seller.
- vii) The Seller has misrepresented to Buyer, acting on which misrepresentation Buyer has placed the Purchase Order on the Seller.

12. **Generic**

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

13. **Scope of Supply**

Scope of supply (Bid price to include all cost components) : Supply Installation Testing Commissioning of Goods and Training of operators and providing Statutory Clearances required (if any)

14. **Turnover**

Bidder Turn Over Criteria: The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

15. **Turnover**

OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria. In case of bunch bids, the OEM of CATEGORY RELATED TO primary product having highest bid value should meet this criterion.

16. **OEM**

IMPORTED PRODUCTS: In case of imported products, OEM or Authorized Seller of OEM should have a registered office in India to provide after sales service support in India. The certificate to this effect should be submitted.

17. **Service & Support**

Availability of Service Centres: Bidder/OEM must have a Functional Service Centre in the State of each Consignee's Location in case of carry-in warranty. (Not applicable in case of goods having on-site warranty). If service center is not already there at the time of bidding, successful bidder / OEM shall have to establish one within 30 days of award of contract. Payment shall be released only after submission of documentary evidence of having Functional Service Centre.

18. **Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

19. **Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

20. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

21. **Certificates**

Material Test Certificate Should Be Sent Along with The Supply. The Material Will Be Checked by Buyer's Lab & the Results of the Lab will be the Sole Criteria for Acceptance of the Item.

22. **Certificates**

The bidder is required to upload, along with the bid, all relevant certificates such as BIS licence, type test certificate, approval certificates and other certificates as prescribed in the Product Specification given in the bid document.

23. **Warranty**

Warranty period of the supplied products shall be as given in specifications from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The seller should guarantee the rectification of goods in case of any break down during the guarantee period. Seller should have well established Installation, Commissioning, Training, Troubleshooting and Maintenance Service group in INDIA for attending the after sales service. Details of Service Centres near consignee destinations are to be uploaded along with the bid.

24. **Past Project Experience**

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

25. **Past Project Experience**

The Bidder / OEM {themselves or through reseller(s)}, should have executed project for supply and installation / commissioning of same or similar Category Products during preceding 3 financial years (i.e. current year and three previous financial years) as on opening of bid, as per following criteria:

- (i) Single order of at least 35% of estimated bid value; or
- (ii) Two orders of at least 20% each of estimated bid value; or
- (iii) Three orders of at least 15% each of estimated bid value.

Satisfactory Performance certificate issued by respective Buyer Organization for the above Orders should be uploaded with bid. In case of bunch bids, the Category related to primary product having highest bid value should meet this criterion

26. Financial Criteria

NET WORTH: Net Worth of the OEM should be positive as per the last audited financial statement.

27. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1. Ensure to specify the Make & Model of the offered Item.
2. Mere Reproduction of asked specification without any supporting official / printed brochure of the offered product may lead to rejection of bid.
3. Quotations may be submitted only by the 'Original Equipment Manufacturer' or their 'Authorized Dealers'. Quotations from other than Authorized Dealers or Resellers will not be considered.
4. Participating bidders can ignore the Make/Model/Brand name (if mentioned anywhere in bid document) while participating the bid. Bidders can quote for equivalent products in the bid.
5. As per Make in India (MII) clause for Participating Class I Local Supplier: Bidders participating as Class-I Local Supplier (Minimum Local Content 50% or above) must submit the local content declaration/certificate issued from OEM only. Otherwise, Bidder would be treated as Class II Local Supplier.
6. ATC-II: Provide at-least 2 orders for the same quoted item issued by any of IITs, NITs or any other government organisation.
7. The Institute reserves the right to cancel the tender at any stage without assigning any reason thereof.
8. Buyer organization is an Institution which is registered with the Department of Scientific & Industrial Research (DSIR) for purposes of availing of Custom Duty Exemptions in terms of regular notifications of GOI (refer to the order issued) so the institute is eligible for Custom Duty Exemptions. CDEC* will be provided (Only If Applicable)

*CDEC will be given only for the imported item's value which is exclusive of GST.

(Although No GST Exemption Certificate will be provided as GST exemption is discontinued by the GOI)
9. This Item Consists Various Components/Parts/Sub Parts/Accessories (See Specifications for Full details) where BID is floated for 01 SET (So the Prices should be quoted accordingly that consist of all in 01 Set Prices)
10. It should be noted that the Bid Specific Additional Scope of Work specified by the buyer would be applicable to both product categories, namely Modular Work Stations (V2) (100 per seat) as well as Revolving Chair (V4) (200 pieces)

28. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

29. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

Registrar, IIT Kanpur
payable at
Kanpur

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

30. **Sample Clause**

After award of contract – Successful Bidder shall have to get advance sample approved from buyer before bulk manufacturing / starting bulk supplies. Successful Bidder shall submit

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samples for Buyer's approval, within 5 days of award of contract. Buyer shall, as per contract specifications framework, either approve the advance sample or will provide complete list of modification required in the sample within 5 days of receipt of advance sample. Seller shall be required to ensure supply as per approved sample with modifications as communicated by Buyer. If there is delay from buyer side in approval of advance sample – the delivery period shall be refixed without LD for the period of delay in sample approval. In case, the sample is found to have major deviations / not conforming to the Contract specifications, the buyer at its discretion may call for fresh samples for approval before allowing bulk supplies or may terminate the contract after notifying the deviations to the seller.

Unless otherwise provided in the contract, all samples required for test shall be supplied by the contractor free of cost. Where under the contract, the contractor is required to submit an advance sample, any expenses incurred by the contractor on or in connection with the production of stores in bulk, before the sample has been approved unconditionally shall be borne by the Seller and he shall not claim any compensation in the event of such sample being found unacceptable by the Buyer / Consignee.

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

[This Bid is also governed by the General Terms and Conditions/ यह बिड सामान्य शर्तों के अंतर्गत भी शासित है](#)

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---