

Bid Document

Bid Details	
Bid End Date/Time	24-07-2020 20:00:00
Bid Opening Date/Time	24-07-2020 20:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	15 (Days)
Ministry/State Name	Tamil Nadu
Department Name	Labour And Employment Department Tamil Nadu
Organisation Name	Online Application Portal Department Of Employment & Training Govt. Of Tamil Nadu
Office Name	Commissionerate Of Employment And Training
Total Quantity	9
Item Category	Executive Table
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Bid to RA enabled	No
Inspection Required	No

EMD Detail

Required	No
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ePBG Detail

Required	No
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Splitting

Bid splitting not applied.

Executive Table (9 pieces)

Technical Specifications

* As per GeM Category Specification

Specification	Specification Name	Values	Bid Requirement (Allowed Values)
GENERIC	Mode of supply	Assembled Ready To Use	Assembled Ready To Use
	Frame type	Free standing	*
	Understructure of table	Gable end and modesty panel	*
	Storage provided	Both side	Both side
	Keyboard tray	Not provided	Not provided
	Foot rest	Provided	Provided
MATERIAL	Table top Material	Teak wood	Teak wood
	Gable end and modesty panel material	Teak wood	Teak wood
	Leg Material	Teak wood	Teak wood
MISC	Table top long sides	To be post form half round profile	*
	Table top plain sides	CP Teak Wood Lipping	*
	Gable end and modesty panel plain side	CP Teak Wood Lipping	*
	Number of buffers provided	4 Nos. at bottom	*
DIMENSION	Thickness of table top ± 2 mm	5	5.0
	Thickness of gable end and modesty panel ± 2 mm	5	*
	Length of table top ± 10 mm	1200	1200.0
	Depth of table ± 10 mm	950	950.0
	Height of table ± 10 mm	750	750.0
	Dimension of leg(mmXmm) ± 5mm	50mmX50mm	50mmX50mm
STORAGE UNIT	Number of Storage unit provided	Four storage	Four storage
	Width of storage unit ± 10 mm	400mm	*
	Depth of storage unit in mm (± 10 mm)	600	*
	Height of smallest storage unit ± 5 mm	50mm	*

	Height of medium storage unit $\pm 5\text{mm}$	150mm	*
	Height of largest storage unit $\pm 5\text{mm}$	230mm	*
KEYBOARD TRAY	Type of keyboard tray	N.A	*
	Material of keyboard tray and Right angle L-type supporting bracket	N.A	*
	Keyboard adjustablity	N.A	*
	fixing of supporting bracket	N.A	*
	Length of telescopic channe $\pm 10\text{mm}$	N.A	*
	Average weight of telescopic channel $\pm 50\text{Gms}$	N.A	*
	Keyboard front width $\pm 10\text{mm}$	N.A	*
	Keyboard depth $\pm 10\text{mm}$	N.A	*
	Keyboard height $\pm 10\text{mm}$	N.A	*
	Finish of exposed edges of keyboard tray	N.A	*
	Material thickness of keyboard tray $\pm 1\text{mm}$	N.A	*
FOOTREST	Material of footrest	Teak wood	*
	Length of footrest $\pm 10\text{mm}$	N.A	*
	Depth of footrest $\pm 10\text{mm}$	N.A	*
	Height of footrest $\pm 10\text{mm}$	N.A	*
	Finish of exposed edges	CP Teak Wood Lipping	*
	Material thickness of footrest $\pm 2\text{mm}$	5mm	5mm
COLOUR & FINISH	Table top finish	Laminate in colour with swede finish 0.6-0.8mm thickness of type S,F or P having index no.3.2.3 conforming to IS 2046/Latest with having balancing laminate of 0.5mm	*

		thick on other side	
	Table top shade	Teak	*
WARRANTY	Warrantee period in number of years	1	1
CERTIFICATION	Test reports to be furnished to buyer on demand	YES	*
	Product having BIFMA certification	NO	NO
	OEM of offered product is ISO 9001:2015 certified	YES	YES
	OEM of offered product is ISO 14001:2015 certified	YES	YES
	OEM of offered product is ISO 18001:2007 certified	YES	YES

* Specifications highlighted in bold are the Golden Parameters.

* Bidders may note that In respect of non-golden Parameters, the specifications 'Values' chosen by Buyer will generally be preferred over 'Bid requirement (allowed Values) by the Buyer.

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	Vijaya K	602001,Plot No 4,5 & 6, Door No 1, C .P. Naidu Street, Tiruvallur - 602 001.	9	30

Bid Specific Additional Terms and Conditions

- 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.
- Consortium:** In case of Contracts, wherein the seller alone does not have necessary expertise, the seller can form consortium with other sellers for submission of the bid, with one of the consortium company as leader. However, each and every member of the consortium shall be equally responsible for the complete execution of the project contract. An undertaking to this effect is to be uploaded with bid.
- End User Certificate:** Wherever Bidders are insisting for End User Certificate from the Buyer, same shall be provided in Buyer's standard format only.
- 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)
- 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.

6. 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.
7. Bid reserved for Make In India products: Procurement under this bid is reserved for purchase from Class 1 local suppliers 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 50%. All bidders 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 the bid is liable to be rejected. 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 . In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.
8. 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.
9. Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
10. Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.
11. SLBR52
12. Pre-dispatch inspection at Seller premises (Fee/Charges to be borne by the BUYER): Before dispatch, the goods will be inspected by Buyer / Consignee or their Authorized Representative or by Nominated External Inspection Agency (independently or jointly with Buyer or Consignee as decided by the Buyer) at Seller premises (or at designated place for inspection as declared / communicated by the seller) for their compliance to the contract specifications. Fee/Charges taken by the External inspection Agency and any external laboratories testing charges shall be borne by the Buyer. For in-house testing, the Sellers will provide necessary facilities free of cost. Seller shall notify the Buyer through e-mail about readiness of goods for pre-dispatch inspection and Buyer will notify the Seller about the Authorized Representative/ Nominated External Inspection Agency and the date for testing. The goods would be dispatched to consignee only after clearance in pre-dispatch inspection. Consignee's right of rejection as per GTC in respect of the goods finally received at his location shall in no way be limited or waived by reason of the goods having previously been inspected, tested and passed by Buyer/ Consignee or its Nominated External Inspection Agency prior to the goods' shipment. While bidding, the sellers should take into account 7 days for inspection from the date of email offering the goods for inspection. Any delay in inspection beyond 7 days shall be on the part of the buyer and shall be regularised without Liquidated Damages.
13. 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.
14. ISO 9001: The bidder must have ISO 9001 certification.
15. 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.

16. 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.
17. Successful bidder will have to ensure that adequate number of dedicated technical service personals / engineers are designated / deployed for attending to the Service Request in a time bound manner and for ensuring Timely Servicing / rectification of defects during warranty period, as per Service level agreement indicated in the relevant clause of the bid.
18. Timely Servicing / rectification of defects during warranty period: After having been notified of the defects / service requirement during warranty period, Seller has to complete the required Service / Rectification within 5 days time limit. If the Seller fails to complete service / rectification with defined time limit, a penalty of 0.5% of Unit Price of the product shall be charged as penalty for each week of delay from the seller. Seller can deposit the penalty with the Buyer directly else the Buyer shall have a right to recover all such penalty amount from the Performance Security (PBG). Cumulative Penalty cannot exceed more than 10% of the total contract value after which the Buyer shall have the right to get the service / rectification done from alternate sources at the risk and cost of the Seller besides forfeiture of PBG. Seller shall be liable to re-imburse the cost of such service / rectification to the Buyer.
19. Buyback for Non PFMS/Non GPA:
 1. GST will apply on the value of buyback and separate invoice is to be prepared by Government buyer/Consignee for buyback items offline outside the GeM system. Vendor should work out input credit for that GST applicable on the buy back while quoting the product/services.
 2. Input GST Credit consideration by seller- seller shall offer the prices in the bid by the total amount of new goods including GST- total amount of old goods quoted by the firm excluding GST. This is because GST charged by buyer on buy-back value will be available for full ITC (input tax credit) on the hands of bidder. Therefore, for the purpose of quoting in the bid and evaluation, value as quoted by the bidder (excluding any GST on buy back) as indicated in column G below will be considered.

Illustrative examples for bidders are as under for understanding of the seller.

Excel sheet for explanation to Buyback ATC							
S.no	Cost of Fresh Good (A)	%age of GST on Fresh Good as considered by seller at the time of quote (B).	GST Amount on Fresh Good (C)	Cost of Buyback item (D)	%age of GST on Buyback items (E) as fixed by buyer in the bid	GST Amount on Buyback item (F) as applicable at the time of invoice by buyer	Quote of the Bidder (G = {A+C-D})
1	100	28	28	20	8	1.6	108
2	100	9	9	20	8	1.6	89
3	110	10	11	24	8	1.92	97
Seller after the award of the GeM contract, will indicate all column A to G which will not alter their quoted price indicated in Column-G							

3. Successful lowest bidder has to provide detailed cost break up of tendered items as well as buy back items separately after award of contract through email to the government buyer/consignee.
4. The seller of new item /service provider shall deposit the cost of invoiced buy back item with GST to the buyer for allowing seller to lift up the material from the buyer/consignee premise.
5. Transportation of buy back items from buyer premises shall be arranged by the seller itself without any extra cost.
6. Government Buyer organisation /consignee will issue invoice of buy back items to the seller at the cost of buyback to be indicated to the buyer by the seller offline after receipt of

order. This in no case will modify the bid in any manner.

7. The seller will be entirely responsible for the safe disposal of old items without affecting the environment in any manner as per prevailing statutory rules and Act/ law of the land.

8. The seller may visit the site and inspect the condition of buy back item in advance before quoting for the bid.

9. Receipt of payment by the buyer for Old items and invoicing by buyer will be out of GeM portal.

10. Government Buyer will upload the details of old goods along with the bid in the corrigendum with minimum price.

11. If the minimum price (Optional) is indicated and sellers of new item who are not agreeing to take back the old item at equal to or above that minimum price should not participate in the bid.

12. In case they participate into the bid and afterwards indicates the price of old goods, less than the minimum price shown by Government Buyer in corrigendum, EMD of the bidder will be forfeited.

13. Item Details Consignee wise will be indicated in the corrigendum like -

1. Consignee wise

2. Item Description

3. Serial Number

4. Model

5. Brand

6. Year of manufacturing

7. Purchased on

8. Age

9. Size, Rating, Designation

10. Quantity

11. Min price (Optional)

12. Unit

13. Working Guidelines (/Functional/Non-Functional)

14. Remarks

14. The successful bidder shall remove the old goods from the premise of the Government buyer/consignee at the time of the supply, installation and commissioning of fresh goods. Seller will be entitled for payment only after removal of old goods from Government buyer/consignee/user's premise and after supplying the fresh goods in terms of contract.

15. Note: This clause of ATC shall be operated by non PFMS; non GPA buyer i.e. all PSU working through their ERP and not integrated with GPA.

[This Bid is also governed by the General Terms and Conditions](#)

---Thank You---