



IIM

भारतीय प्रबंध संस्थान विशाखपट्टणम

Indian Institute of Management Visakhapatnam

Tender Ref No: IIMV/PMO/T/01/2025-26

August 18, 2025

Invitation to Tender for “**Supply & fixing of Furniture in Hostel - 12 at permanent campus of IIM Visakhapatnam**”.

Address:

Indian Institute of Management Visakhapatnam,
Near RTA Test Track,
Gambheeram Village,
Anandapuram Mandal,
Visakhapatnam – 531163,
Andhra Pradesh

Email: pmooffice@iimv.ac.in

Web site: www.iimv.ac.in



Ref. No: IIMV/PMO/T/01/2025-26
Date: 18/08/2025

Name of the Work: Supply & fixing of Furniture in Hostel – 12 at permanent campus of IIM Visakhapatnam.

INDEX OF TENDER DOCUMENT

S. No	Description	Page No.
1	Invitation to the E - Tender	3
2	Instructions for Online Bid Submission	7
3	General Instructions to Tenderer	10
4	Eligibility Criteria	12
5	General Conditions of Contract	13
6	Location and Scope of Work	16
7	List of Approved makes	16
8	Technical Specifications	17
9	Annexures – I to VII	21
10	Bill of Quantities (Annexure – VIII)	36
11	Drawing	Attached separately



1. INVITATION TO E-TENDER

Ref. No: IIMV/PMO/T/01/2025-26

Date: 18/08/2025

- 1.0 Tender document pertaining to the below work has been uploaded in the website <https://eprocure.gov.in/eprocure/app> (Search: Active Tenders). Bidders are advised to go through the instructions provided along with Tender '**Instruction for Online Bid Submission**'.

Name of the work	Estimated cost (₹) Inclusive of GST	Earnest Money Deposit (₹)	Duration of contract period	Defect liability period
Supply & fixing of Furniture in Hostel - 12 at permanent campus of IIM Visakhapatnam	11,51,222/-	23,200/-	60 days	One (01) Year

- 2.0 Tenderers are required to access the tender document on the website <https://eprocure.gov.in/eprocure/app> and go through all the conditions and other details pertaining to the tender like General Conditions of Contract, Technical Specifications and drawings etc., Tenderer can download the tender document from the website. Tenderers are required to fill all relevant information, upload the relevant documents called for in the tender and submit the quote online in the portal <https://eprocure.gov.in/eprocure/app> on or before stipulated due date.

3.0 **EARNEST MONEY DEPOSIT:**

- 3.1 The tender should be accompanied by an earnest money deposit in the form of demand draft drawn in favour of "**Indian Institute of Management Visakhapatnam**" payable at Visakhapatnam from any Nationalized Bank or Scheduled Bank. **Cheques will not be accepted.** The bid is liable for rejection, if it is not accompanied with the earnest money deposit.
- 3.2 **EMD to be furnished shall be deposited in the tender box situated in IIM Visakhapatnam, Near RTA Test Track, Gambheeram Village, Anandapuram Mandal, Visakhapatnam – 531163 on or before stipulated due date and time for submission of tenders.** Tenders submitted online without submitting the required EMD shall be liable for rejection.
- 3.3 Earnest Money so paid in the form of Demand Draft will be refunded or returned as the case may be to the unsuccessful tenderers after the tenders are opened. In the case of successful tenderer, the Earnest Money deposit paid through Demand Draft will be refunded on submission of performance bank guarantee. No interest will be payable on deposits.

- 3.4 If the bidder wants to avail themselves of the EMD exemption, the bidder must be the manufacturer / OEM of the offered product. MSEs having valid Udyam Registration and whose credentials are validated online by Tender Inviting Authority 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.
- 3.5 Service / Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and resellers offering products manufactured by some other OEM are not eligible for any EMD exemption for this work.
- 3.6 Bidders are advised that the UDYAM registration certificate, to avail EMD Exemption will be considered only if the nature of service / activities or definition of activity required in the tender (refer similar works category) aligns with the category (Activity type) specified in the certificate. Exemption will not be allowed for other categories of MSE's.
- 3.7 It is the responsibility of the bidder to verify the eligibility of MSE before submission of bid. If the activity type does not meet the criteria, no relaxation will be admissible for EMD, in this case if EMD is not accompanied, the bid will be rejected. No additional time will be given for submission of EMD.
- 3.8 To avail the EMD exemption, the bidder shall upload the scan copy of the relevant and valid UDYAM registration Certificate and bid security declaration in the website <https://eprocure.gov.in/eprocure/app> while submission of quote.

4.0 **TIME SCHEDULE OF TENDER: -**

S. No.	Particulars	Date	Time
1	Tender E-Publishing Date & Time	18/08/2025	11:00 Hrs
2	Tender document download Start Date & Time	18/08/2025	11:00 Hrs
3	Tender document download End Date & Time	09/09/2025	16:00 Hrs
4	Online tender submission Start Date & Time	18/08/2025	11:00 Hrs
5	Online tender submission End Date & Time	09/09/2025	16:00 Hrs
6	Pre-Bid Meeting Date & Time	21/08/2025	11:00 Hrs
7	Online tender opening Date & Time	10/09/2025	16:00 Hrs

- 5.0 A Pre-Bid meeting will be held on 21/08/2025; 11:00 Hrs to 11:30 Hrs at Project Management Office, IIM Visakhapatnam, Gambheeram Village, Anandapuram Mandal, Visakhapatnam - 531163, Andhra Pradesh and also through online mode via Zoom Link as follows :
<https://iimv-ac-in.zoom.us/j/84436924259?pwd=GkRZyNKZyquAOiI1CvpHpvZOF20so.1>
Meeting ID: 844 3692 4259
Passcode: 631317
- 6.0 The Tender will be opened by the **Bid Openers** at the tender opening time and date in the office of Project Management office in the presence of such tenderers or their representatives who may choose to be present.

- 7.0 Corrigendum, amendments etc., to the tender, if any, shall be issued / available online only. Prospective tenderers are requested to visit the website regularly.
- 8.0 Any particulars or information regarding the proposed work can be obtained from the office of the **Head (Projects)** on any working day during office hours from **9.00 Hrs. to 17.30 Hrs.**
- 9.0 Tender Forms are not transferable. The rates in the tender should remain valid for a period of **Sixty (60) days** from the date of **opening of the tender**.
- 10.0 Tenderers shall upload the relevant documents called for in the tender / website along with their quote. Tender of those tenderers who have not uploaded the relevant document in the website along with their quote is liable for rejection.
- 11.0 Canvassing in any form will entail disqualification and Conditional tenders are liable for rejection.
- 12.0 Detailed procedure for quoting is available in the website (<https://eprocure.gov.in/eprocure/app>) home page in **Bidder Manual Kit**.
- 13.0 Your User ID and password shall be chosen by you during enrollment of DSC in the e-Procurement Portal (<https://eprocure.gov.in/eprocure/app>). You are advised to change your password if required.
- 14.0 Tenderers are hereby advised to download, duly fill, sign and should upload the Tender Acceptance Letter uploaded along with this tender (**Annexure – IV**). Tenders submitted online without submitting the Tender Acceptance Letter shall be liable for rejection.
- 15.0 Bids received offline without submission in the e-procure portal (<https://eprocure.gov.in/eprocure/app>) will not be considered as a valid bid and will be rejected. Online bid submission is mandatory.
- 16.0 Tenderers are hereby advised to submit their offers online well before the closing hours as any delay in submission of tenders due to slow internet accessibility or for any other reason will not be accepted by the system.
- 17.0 You are also requested to visit the website <https://eprocure.gov.in/eprocure/app> (Search: Active Tenders) and download the documents. For any queries, please call on the office of **Project Management Office, Gambheeram, IIM Visakhapatnam (0891-282-4575/4405)**.
- 18.0 **Compliance of GFR Rule 144 (xi)**
The bidder shall not be from a country sharing land border with India and if the bidder is from a country sharing land border with India the bidder should have been registered with the competent authority as per orders of DIPP OM No. F. No. 6/18/2019-PPD dated 23rd July 2020, and MoCI Order No. P-45021/112/2020-PP (BE II) (E-43780) dated 24th August 2020. A declaration shall be submitted with the bid as per format given in Annexure–VII.

List of Documents to be uploaded by the tenderers while submission of quote –

COVER-1

1. Scanned copy of EMD / Valid MSE registration certificates & Bid security declaration (Annexure – III) in PDF format.
2. Scanned copy of Proforma of application (Annexure – I) duly filled and signed by the Bidder in PDF format.
3. Scanned copy of Experience certificate accompanied with work orders / purchase order / agreement of similar completed works in PDF format.
4. Scanned copy of certificate from the Chartered Accountant / Cost Accountant with UDIN No) indicating the turnover details, PAT statement for the last three years i.e., 2022-23, 2023-24 and 2024-25 shall be uploaded with the bid.
5. Scanned copy of ISO 9001 – 2015, 14001 – 2015, 45001 – 2018 from NABCB certified agencies, BIFMA compliance certification of manufacturer, PAN, GST in PDF format.
6. Scanned copy of Tender acceptance Letter & Compliance format for Land border sharing (Annexure – IV & VII) duly signed by the bidder in PDF format.

COVER-2

1. Price bid/BOQ in Excel format.

Note:

- a) In addition to the online submission of documents (Cover – 1), tenderers are hereby requested to submit the **hard copies of cover-1** by Courier / Post / By person etc., to the undersigned on or before due date for submission of tender (i.e., 11/09/2025,10:30Hrs).
- b) Price Bids (Cover – 2) will be opened online only.
- c) The Bidder must upload stipulated documentary evidence in support of their claim for fulfilling the criteria while uploading the Bids.

Thanking you,

Yours faithfully,

For Indian Institute of Management Visakhapatnam,

Sd/-

Head (Projects)

Project Management Office,

Phone: 0891 282-4575 / 4405 / 4400

Email: pmooffice@iimv.ac.in

2. INSTRUCTIONS FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

Registration:

- a) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.
- b) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- e) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- f) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

Searching for tender documents:

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- c) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

Preparation of bids

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.

- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Submission of bids:

- a) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- d) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- e) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- f) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

- g) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- h) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- i) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- j) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- b) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

3. GENERAL INSTRUCTION TO TENDERER

The Tenderers are requested to comply with the following Instructions and Conditions while submitting their tender for the work.

- 1.0 The IIMV reserves the right to accept or reject any or all the tenders without assigning any reason thereof.
- 2.0 The bid submitted shall become invalid and e-tender processing fee shall not be refunded:
 - a) If the bidder is found ineligible.
 - b) If the documents submitted by the successful bidder does not match with the originals before the award of work.
- 3.0 IF ANY INFORMATION FURNISHED by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering/ taking up works in IIM Visakhapatnam.
- 4.0 Short listing of the agencies shall be subject to through verification of their credentials and inspection of works carried out by them, through a Technical Evaluation committee of experts, constituted by IIM Visakhapatnam.
- 5.0 The competent authority on behalf of the Director, IIM Visakhapatnam, does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
- 6.0 Canvassing, whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
- 7.0 The bid for the works shall remain open for acceptance for a period of Sixty (60) days from the date of opening of the technical bid. If any bidders withdraw his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the IIM Visakhapatnam shall, without prejudice to any other right or remedy, be at liberty to forfeit 100% of the said earnest money as aforesaid. Further the bidders shall not be allowed to participate in the rebidding process of the work and will be blacklisted for a period of Three (03) years.
- 8.0 This tender shall form a part of the contract document. The successful bidders/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-
 - a) The tender, all the documents including additional conditions, specifications, General Conditions of Contract and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of

submission of bid and Acceptance thereof together with any correspondence leading thereto.

- b) Any other Standard CPWD Form / other forms as applicable/mentioned.

9.0 TAXES: -

- a) The contractor should get registered under GST (Goods & Service Tax) or any other tax as applicable as per the extent order on the subject work and same shall be paid by the contractor to concerned department and the same should be considered in his quoted rates.
- b) Labour Welfare cess @ 1 % of gross value of work done shall be recovered from each bill paid to the contractor.
- c) Income Tax as applicable shall be deducted from each bill paid to the contractor.
- d) Any other taxes/cess as per Government directives shall be deducted from each bill paid to the contractor from time to time or as per rule in case of manufacturer.

- 10.0 The tenderer should not have been blacklisted or debarred by any Central/ State / Public Agency from carrying out similar business during last seven financial years.

4. Eligibility Criteria

1. Bidder should be an OEM of Furniture or his / her Authorized Dealer/Agency of Furniture with a valid authorization letter from the manufacture to participate in the tender
2. The bidder or the authorizing company (Manufacturer of Furniture who has authorized the bidder to participate in the tender) should have valid following certifications from NABCB certified agency only.
 - i. BIFMA compliance certification of manufacturer
 - ii. ISO 9001 – 2015 Certification
 - iii. ISO 14001 – 2015 Certification
 - iv. ISO 45001 - 2018 Certification
3. The Bidder or the authorizing company (Manufacturer of Furniture who has authorized the bidder to participate in the tender) should have satisfactorily completed similar works during the last Seven (07) years ending previous day of last date of submission of tenders as below.
 - Three similar works each costing not less than 40% of the estimated cost of the work
or
 - Two similar works each costing not less than 50% of the estimated cost of the work,
or
 - One similar works each costing not less than 80% of the estimated cost of the work.

Similar work shall mean **“Supply and installation of furniture in any Residential and Non-Residential Buildings”**.

This shall be accompanied with the copies of the Work Orders / Purchase Orders / Agreements and completion certificates indicating the value of work completed & date of completion issued by respective clients.

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to previous day of last date of submission of tenders.

4. The bidder should have had Average Annual Financial Turnover shall be at least 30% of estimated cost i.e., **₹ 3,45,367/-** during the last three consecutive years ending 31.03.2025 (i.e., 2022-23, 2023-24 & 2024-25). Documentary evidence in the form of a certificate from the Chartered Accountant / Cost Accountant with UDIN No) indicating the turnover details for the relevant period shall be uploaded with the bid. Year in which no turnover is shown would also be considered for working out the average.
5. The Bidder should not have incurred any loss (profit after tax should be positive) in minimum one year in the available last three consecutive balance sheets duly certified and audited by a Chartered accountant. A proof of audited sheet shall be submitted.
6. Joint-venture or Consortia of firms / companies and foreign bidders are not eligible to quote for the tender.

5. General Conditions of Contract

1.0 Inspection of materials/work at site

The IIM Visakhapatnam engineer and /or his representative shall inspect the materials at site after delivery before the same is used in the work. The IIM's engineer and/or his representative shall have free and full access at any time during execution of the contract to the contractor's works or site. In case of execution of work for the aforesaid purpose and IIMV may require the contractor to make arrangements for inspection of work or any part thereof or any material at his premises or at any other place specified by the IIM Visakhapatnam Engineer.

2.0 The IIM Visakhapatnam shall have the power -

- a) To reject any equipment or parts submitted, as not being in accordance with the specification;
- b) To reject the whole/part of the items & materials tendered for inspection, if after inspection of such portion thereof, as he may in his discretion think fit, he is satisfied that the same is unsatisfactory; and
- c) To mark the rejected items / materials or parts with a rejection mark so that it may easily be identified if re-submitted.

3.0 Defect Liability Period / Guarantee / Warranty:

- a) The rate quoted should be inclusive of charges for all the accessories and fittings including supply, installation & commissioning of the materials at earmarked / specified locations.
- b) The Defect liability period starts from the date of completion & successful handing over of work to IIMV. The guarantee / warranty provided by the OEM's should be passed on to the IIMV during handing over the works with proper supporting documents.
- c) During the Defect Liability Period of ONE year, IIM Visakhapatnam reserves the right to cross-check the performance of any item /material with the minimum performance levels specified in the specifications.
- d) Any defect / fault noticed in the installed systems shall be rectified within 7days (Maximum) time to put back the system into operation. Any delay more than 7 days will be viewed seriously and may call for proportionate extension of warranty period and may also be linked with penalty of Rs. 500/- per day of delay or both.
- e) Defective/ non-functioning of supplied hardware's / profiles of the material shall be repaired / replaced free of cost by the successful bidder within the Defect Liability Period of ONE Year.

- f) The contractor shall be responsible for the satisfactory performance of the installed systems in respect of the subject works during the ONE year of defect liability period.
- g) Any damage of the existing structure, building etc. made by the successful bidder during execution of this work shall be made good as it was at his own cost & risk.

4.0 Terms of Payment and Milestone(s)

- a) **Terms of Payment for the work** - The following terms of payment shall be applicable. No variation in the terms of payment will be acceptable. Further, as per Indian laws income tax and any other tax as applicable shall be deducted at source from the bills and a certificate for the same will be issued to the contractor. The price quoted shall be inclusive of GST.
- b) **Release of payment:** Payment shall be made by IIM Visakhapatnam to the contractor only after completion of the entire work. No advance payment will be made.
- c) **Performance Guarantee:** The contractor whose bid is accepted will be required to furnish performance guarantee of 5% (FIVE Percent) of the bid amount within Ten days of issue of LOI and should be in favour of 'Indian Institute of Management Visakhapatnam'. This guarantee may be in the form of Banker's cheque of any public sector bank/Demand Draft of any public sector bank/ Fixed Deposit Receipts or Guarantee Bonds of any public sector bank or the State Bank of India in accordance with the prescribed format. In case the contractor fails to deposit the said performance guarantee within the period as indicated above, including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance guarantee.

The Performance Guarantee shall be initially valid beyond 60 days of completion of work. The Performance Guarantee will be released on completion & handing over of the work without interest to the bidder.

- d) **Security Deposit:** The security deposit will be deducted from bill of the contractor @ 5% of the gross amount of the bill.

Security deposit can be released against bank guarantee issued by a Schedule bank on its accumulation to a minimum amount of Rs. 0.5 lakh subject to the condition that the amount of any bank guarantee except last one, shall not be less than Rs. 0.5 lakh.

The security Deposit shall be refunded to the contractor after the completion of defect liability period of 01(ONE) year, without any interest.

5.0 The issue of the tender does not imply that the IIM Visakhapatnam is bound to select bid(s), and it reserves the right at any stage without assigning any reason to:

- reject any or all of the Bids, or
- cancel the tender / bid process; or
- abandon the procurement of the Services/goods/works; or issue another tender.

In such cases, no claims arising out of this decision will be admissible.

6.0 The Contract shall be awarded to the responsive bidder who is overall lowest after considering the price quoted for all the items in the tender (with quantity for each item as per estimated quantity mentioned in BoQ and who meets the laid down Qualification Criteria in the Bid documents.

7.0 Tie-breaking clause: In case, if two or more bidders quoted the same amount and became Lowest bidders, then the successful bidders will be the one whose Annual average turnover in the last three years (2022-23, 2023-24 & 2024-25) is higher than the other bidders will be considered for tie-breaking.

8.0 The bidder will be responsible for compliance of all statutory provisions relating to labour laws, provident fund, and Employees State Insurance etc, in respect of the persons deployed, work at IIM Visakhapatnam.

9.0 The bidder shall follow all safety rules & security procedures that are in force and applicable during execution of work.

10.0 On completion of the work, the bidder shall at his own cost, clear away and remove from the Institute all their construction material, equipment, surplus materials, rubbish and debris created during the work.

11.0 Mobilization advance is not applicable for this work.

12.0 Compensation for Delay or Liquidated Damage:

If the bidder fails to maintain the required progress, to complete the work and clear the site on or before the contract or extended date of completion, if any, he shall, without prejudice to any other right or remedy available under the law to the IIMV on account of such breach, pay as agreed compensation the amount calculated at the rates stipulated below (plus GST extra) as the Engineer in charge (whose decision in writing shall be final and binding) may decide on the amount of awarded value of the work for every completed day / week (as applicable) that the work remains incomplete.

Compensation for delay of work @ 0.5% of the awarded value of Contract per week of Delay. Provided always that the total amount of compensation for delay to be paid under this Condition shall not exceed 10% of the Awarded Value of work. The amount of compensation may be adjusted or set-off against any sum payable to the Contractor under this or any other contract with IIMV.

6. LOCATION AND SCOPE OF WORK

- 1.0 Scope of Work – The scope of work is Supply & fixing of Furniture in Hostel – 12 at permanent campus of IIM Visakhapatnam as per specifications mentioned in the BoQ & Tender Drawing attached with this document.
- 2.0 The location of work is at IIM Visakhapatnam, Near RTA Test Track, Gambheeram Village, Anandapuram Mandal, Visakhapatnam – 531163, Andhra Pradesh.
- 3.0 The quoted price shall inclusive of Supply, loading, transportation, unloading, internal shifting, lifting, erection, placing, fixing etc complete.

The bidder shall carefully check the specifications and shall satisfy himself that the material / items offered comply with the IIM Visakhapatnam requirements and specifications are in the BoQ.

7. LIST OF APPROVED MAKE / MATERIALS

S. No	Item	Brand & Manufacture of Materials
1	BWP PLY	MERINO, GREENLAM, GREENPLY, ARCHIDPLY, CENTURY
2	LAMINATE	MERINO, GREENLAM, ARCHIDPLY, CENTURY
3	HARDWARE FITTINGS	HETTICH, DORMA, HAFELE, DORSET, GODREJ, EBCO
4	MATTRESS	Sleepwell, Kurlon, CENTUARY, NILKAMAL, DUROFLEX
5	LATCHES/ LOCKS & CONCEALED HANDLES	HETTICH, HAFELE, EBCO, GODREJ, DORSET

8. TECHNICAL SPECIFICATIONS

7.1. Material

Plywood:

Plywood boards are formed by gluing and pressing three or more layers of veneers with the grains of adjacent veneers running at right angles to each other. The veneers shall be either rotary cut or sliced and shall be sufficiently smooth to permit an even spread of glue. Face veneers may be either decorative on both sides or one side commercial and the other decorative. Plywood shall be of BWP grade as per IS 303.

18mm thick Plywood boards shall be used. Tolerance in thickness shall be $\pm 5\%$ for boards above 9 mm thickness. The boards shall be of uniform thickness and the surfaces of the boards shall be sanded to a smooth finish.

Laminate:

The thickness of the Laminate shall be used 1mm & 0.8mm. The direction of the Laminate adjacent to the core shall be at right angles to the direction of the wooden strips. Finished faces shall be sanded to smooth even texture.

Powder coating:

All MS members shall be powder coated in approved shade.

Edge banding/ Lipping:

Lipping shall be provided on all edges of the furniture. Lipping shall be done as per Drawing. Joints shall not be permitted in the lipping.

Floor Levelers:

The rate quoted by the bidder shall be deemed to be inclusive of the providing and fixing of floor levelers and leg caps of approved quality, wherever required.

Fasteners:

- a. Shall be of basic metal and alloy, matching finished color and texture as the metal being fastened.
- b. Velcro or similar fastening devices shall provide secure attachment and ease of removal. Color, size and location are subject to the Engineer – in - Charge approval.
- c. Unless other indicated, all fastenings shall be concealed.

Castors:

The standard castors shall be approximately 55mm dual hard wheel castors in color black to match other finished parts.

Locks:

Locks shall be die-cast zinc with all exposed surfaces receiving a polished chrome plated finish to match adjacent finishes.

1. Locks shall be of the cylinder type with two (2) keys provided per lock.
2. The lock cylinders shall be replaceable and pre-keyed

3. All storage units (i.e. mobile or attached pedestal units,) shall be keyed-alike when group together in an individual enclosed office.

Adhesives:

The adhesives used for all wood work shall be FEVICOL or approve equivalent of appropriate Grade. Manufacturer's recommendations shall be followed for adhesive other than above required for any specified / specialized work.

Joinery :-

Joinery shall be carried out strictly in accordance with the drawings, where joints are not specifically indicated recognized forms of joints shall be used. Joinery shall conform to IS Standards. The Contractor shall submit samples of all materials including samples of Laminate for approval. All materials prefabricated, delivered and assembled shall be in accordance with the approved sample.

The Contractor shall be responsible for protecting all items. The contractor shall replace at his own expense any damaged work caused through lack of adequate protection or care in installation or handling.

7.2. Samples

The contractor shall submit samples for each finish, color, and texture required for each type of Furniture's as stated in the Bill of Quantities / Schedules / Drawings / Contract Documentation to the Engineer-in-Charge for approval.

The Contractor shall be prepared the mock-up/Sample of all loose & fixed furniture's for approval from Engineer-In-Charge.

7.3. Product Certificates:

Submit test reports of all materials used in fixed furniture's and provide complete product Certificates also.

7.4. Packing & Storage:

All Individual members supplied from factor shall be protected and packed in a manner to prevent from all types of scratches etc complete.

All Materials for fixed furniture's and Loose Furnitures shall be stacked properly in storage and suitably covered as per the instructions of manufacturer to prevent rust and damage

7.5. Warranty / Guarantee:

The Contractor shall submit the manufacturer warranty / guarantee certificates.

7.6. Fabrication:

- i. Construct furniture and furnishing work in strict accordance with the dimensional design requirements shown. Details indicate the type and quality of construction and may be modified to conform to manufacturer's standards, providing, however, that all other drawings and specification requirements are followed and that proposed alternate construction methods have the approval.

- ii. Wherever furniture and furnishings units are arranged in a battery or connected group, they shall be attached for alignment to provide a single, uniform appearance.
- iii. Fabricate and assemble units rigidly by skilled workmen to the complete satisfaction of the Superintendent. Provide reinforcing as required to ensure a rigid assembly, even if not shown. Exposed surfaces shall be free from dents, tool marks, warpage, buckle, glue and open joints. All joints, corners and miters shall be accurately fitted.
- iv. Fastenings shall be concealed. Threaded connections shall be made up tightly so that threads are entirely concealed.
- v. Provide miscellaneous component parts required to assemble and support the work and to ensure the completeness of each item. Include all anchors, braces, spacers, plates, attachments, clips, bolts, washers, shims and miscellaneous fastenings.

7.7. Installation

Loose Furniture's: -

All Loose Furniture's placed in a position as directed by the Engineer-In-Charge.

7.8. Protection of Work and Property

The Contractor shall continuously protect his and other Contractor's work, and the Owner's property from damage, injury or loss arising in connection with operations under the Contract Documents. He shall make goods free of charge, any such damage, injury or loss, except such as may be caused solely by agents or employees of the Owner

The Contractor shall protect all finished surfaces, including the jambs and soffits of all openings used as passageways or through which furniture and furnishings are handled, against any possible damage resulting from the conduct of work by his trades.

All finished surfaces including factory-finished and job-finished items shall be clean and not marred upon delivery of the furniture to the IIMV's representative. The Contractor shall, without extra compensation, refinish all such spaces where such surfaces prove to have been inadequately protected, and are damaged, to the full satisfaction of the IIMV's representative.

The Contractor shall not load or permit any part of a structure to be loaded with a weight that will endanger its safety or stability.

9. ANNEXURES

Annexure - I

IIM Visakhapatnam

Name of the Work: “Supply & fixing of Furniture in Hostel – 12 at permanent campus of IIM Visakhapatnam”.

Ref. No: IIMV/PMO/T/01/2025-26

Proforma for the Application

Sl. No.	Description	
1.0	Name and Address details of the firm	
1.1	Name	
1.2	Postal address	
1.3	Contact person	
1.4	Mobile Nos	
1.5	Telephone Nos.	
1.6	Fax No.	
1.7	E-mail address (Mandatory)	
1.8	Whether the firm is	Proprietary / Partnership / Private Limited Company
2.0	Registration with MSME/PWD/CPWD/MES/Govt/Public sector undertakings or any other reputed organizations with type and class of registration	
3.0	Details of civil suit/litigation/arbitration arisen, in the contracts executed during the last 7 years including orders regarding exclusions/expulsions or blacklisting if any	
3.1	If Yes, furnish the details	
4.0	Any other relevant information / details of the agency may like to furnish	

5.0	The following Prequalification Requirements are mandatory and shall be filled by the Agency.	
5.1	Financial Turnover details for last 3 years (Average annual Financial Turnover shall not be less than 30% of estimated cost i.e., ₹ <u>3,45,367/-</u>	
5.1.1	2022-23	
5.1.2	2023-24	
5.1.3	2024-25	
5.1.4	Average Annual Financial Turnover	
5.2	Bidder should not have incurred any loss (profit after tax should be positive) in minimum one year in the available last three consecutive balance sheets (₹)	
5.2.1	2022-23	
5.2.2	2023-24	
5.2.3	2024-25	
5.3	The bidders having experience of successfully completed works during the last 7 years ending last day of the month previous to the one in which applications are invited. The works completed up to previous day of last date of submission of tenders shall also be considered.	
5.3.1	Three similar completed works, each costing not less than 40% of estimated cost.	
	SI No Name of Work	Amount (in ₹)
	i)	
	ii)	
	iii)	
	OR	
5.3.2	Two similar completed works, each costing not less than 50% of estimated cost.	
	SI No Name of Work	Amount (in ₹)
	i)	
	ii)	
	OR	
5.3.3	One similar completed works, each costing not less than 80% of estimated cost.	
	S. No Name of Work	Amount (in ₹)

	i)	
	<p>Note : 1) The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to previous day of last day of submission of bids.</p> <p>2) This shall be accompanied with the copies of the Work Orders / Purchase Orders and completion certificates indicating the value of work completed & date issued by respective clients.</p> <p>3) Similar works means “Supply and installation of furniture in any Residential and Non-Residential Buildings”.</p>	
5.4	Following Certifications of manufacturer from NABCB certified agency	
a)	ISO 9001 – 2015 Certification	
b)	ISO 14001 – 2015 Certification	
c)	ISO 45001 - 2018 Certification	
6	BIFMA compliance certification of manufacturer	
7	PF Code (photocopy of the supporting documents to be enclosed), if applicable.	
8	ESI Code (photocopy of the supporting documents to be enclosed), if applicable	
9	PAN (photocopy of the supporting documents to be enclosed)	
10	GSTIN (photocopy of the supporting documents to be enclosed)	

Note:

- 1) The details should be filled in prescribed proforma only.
- 2) Certificate and Supporting documents shall be enclosed wherever specified.
- 3) All columns / (Sl.Nos.) shall be filled by the agency. Columns / (Sl. Nos.) if left blank will be treated as NIL and the application will be processed accordingly.

I hereby confirm that the details furnished above are true to the best of my knowledge.

DATE:

PLACE

**SIGNATURE, SEAL
AND NAME OF THE AGENCY**

Annexure- II

Form of Performance Guarantee

In consideration of the Designated Authority of IIM Visakhapatnam (hereinafter called "IIMV") having offered to accept the terms and conditions of the proposed agreement between _____ (hereinafter called "The Contractor") for the work providing _____ vide Contract No _____ having agreed (hereinafter called "The Contract") to the production of an unconditional, irrevocable Bank Guarantee for Rs. _____) as a security/guarantee from the applicant(s) for compliance of his obligations in accordance with the terms and conditions in the said "The Contract".

We, _____, a banking Company, constituted under Banking Companies (Acquisition and Transfer of Undertakings) Act 1980, having its Head Office at _____ and amongst other places a branch at _____ hereinafter called "the Bank" which expression shall include its successors and assigns. (hereinafter referred to as "the Bank") at the request of the Contractor(s) do hereby undertake to pay the "The Contract" an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the "The Contract" by reason of any breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement.

M/s. _____, a company incorporated and registered under the _____ Act 1956, with UNI _____ and having its Office at _____, represented by its _____ Mr/Ms. _____ hereinafter referred to as "the Borrower" which expression shall unless repugnant to the context or meaning thereof be deemed to include his/her/their respective heirs, executors, administrators, legal representatives, successors and permitted assignees.

1. We, _____ the bank hereby undertake to pay the amount under the guarantee without any demur merely on a demand from "The Contract" stating that there is a breach by the supplier of any of the terms and conditions contained in the order or by the reasons of the Contractor's failure to comply with the terms and conditions as stipulated in the order or amendment(s) thereto. The demand made to the bank shall be conclusive as to breach of the terms and conditions of the order and as regard to the amount due and payable by the bank under this guarantee, notwithstanding any dispute or disputes raised by the said supplier regarding the validity of such breach and we agree to pay the amount so demanded by "The Contract" without any demur. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____/-.
2. We, _____ the bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said order and that it shall continue to be enforceable till the dues of "The Contract" under or by virtue of the said order have both fully paid and its claim satisfied or discharged or till "The Contract" certifies that the terms and conditions of the order have been fully and properly carried out by the Contractor and accordingly discharge the guarantee.
3. We, _____ the bank, undertake to pay to "The Contract" any money so demanded notwithstanding any dispute or disputes raised by he said The supplier in any suit or proceedings pending before any court or tribunal relating

thereto as our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the said The supplier shall have no claim against us for making such payment.

4. We, _____ the bank , having its Head Office at _____ and amongst other places a branch at _____, the bank further agree that we shall have full liberty, without our consent and without effecting in any manner our obligation hereunder to vary any of the terms and conditions of the order or to extend the time of performance by the said The supplier from time to tome or to postpone for any time or from time to time any of powers exercisable by the "The Contract" against the said supplier and to forbear or enforce any of the terms and conditions relating to the order and shall not be relieved from our liability by reason of any such variation or extension being granted to the said The supplier or for any forbearance, act or omission on the part of "The Contract" or any indulgence by "The Contract" to the Contractor or by any such matter or thing, whatsoever which under the law relating to sureties would but for this provisions have effect of so relieving us.
5. Our liability under this guarantee is restricted to Rs. _____ and shall remain in force up to _____ unless demand or claim under this guarantee is made on us in writing within 6 months from the date of expiry viz. _____ We shall be discharged from all liabilities under this guarantee thereafter.
6. This guarantee will not be discharged due to change in the constitution in the bank or the said supplier.
7. The bank hereby agrees to address all the future correspondence in regard to this bank guarantee to chief finance manager, _____.
8. We, _____ the bank, lastly undertake not to revoke this guarantee during its currency except with the previous consent of the "The Contract" in writing.
9. BENEFICERY DETAILS
INDIAN INSTITUTE OF MANAGEMENT VISAKHAPATNAM
A/C NO 105610100057740
BANK: UNION BANK OF INDIA
BRANCH: 1056-ANDHRA UNIVERSITY CAMPUS BRANCH
IFSC CODE: UBIN0810568

Notwithstanding anything contained herein: -

- A. Our liability under this bank guarantee shall not exceed Rs. _____ /- (Rupees _____).
- B. This Bank Guarantee shall be valid up to _____.
- C. We are liable to pay the guarantee amount or any part thereof under this Bank guarantee only if you serve upon us a written claim or demand (and which should be received by us), on or before _____ (Inclusive of Claim Period) at _____ and a copy of the same to be sent to _____ having registered office at _____.

whereafter it ceases to be in effect in all respects whether or not the original bank guarantee is returned to us.

- D. For Genuine & confirmation of Bank Guarantee, Kindly approach Below
Address:

Signed on the _____ day of _____

Signature of the Bank

Name & Designation

Address

Annexure – III

Date:

Bid Security declaration
(To be printed on Bidder's letter head)

To,
Head (Projects),
Indian Institute of Management Visakhapatnam
Near RTA Test Track, Gambheeram Village,
Anandapuram Mandal, Visakhapatnam – 531163,
Andhra Pradesh

Sub: Bid Securing declaration for bid for Tender No.: _____,
dated _____ for _____.

Tender Reference No:

Dear Sir,

I/We _____, the undersigned, declare that:
I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of THREE (03) years from the date of notification, if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the Institute during the period of bid validity
 - i. fail or refuse to execute the contract, if required, or
 - ii. fail or refuse to furnish the Performance Security/Security Deposit, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of -

- i. the receipt of your notification of the name of the successful Bidder; or
- ii. thirty days after the expiration of the validity of my/our Bid.

Name of the Bidder (Agency/firm/company): _____

Address of the bidder: _____

Authorised person's name and designation: _____

Contact No.: _____ e-mail id: _____

Date:

Authorized person's Signature:

Place:

(Company Seal)

Annexure - IV

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To
Head (Projects),
Indian Institute of Management Visakhapatnam
Near RTA Test Track, Gambheeram Village,
Anandapuram Mandal, Visakhapatnam – 531163,
Andhra Pradesh

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: <https://eprocure.gov.in/eprocure/app> as per your advertisement, given in the website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein, along with the corrigendum(s) issued from time to time by your department/ organization before submitting this submission letter.
3. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
4. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking in the last Seven (07) years.
5. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment.
6. I / We certify that all information and documents furnished by our Firm is true & correct to the best of my/our knowledge.
7. I/ We understand that if at any time, during or after the tender process or after award of contract, the documents or the details submitted are found to be false/ manipulated/ fabricated with a mal-a-fide intention, the bid will be summarily rejected/contract be nullified and suitable action as deemed fit be initiated against my firm/company/agency, , without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.
8. I _____ am the authorized signatory for submitting the proposal on behalf of our firm/agency

Date:
Place:

Authorized person's Signature:
Full name:

(Bidder's Seal)

Annexure – V

Form of Agreement

THIS AGREEMENT is made at Visakhapatnam on this ____ day of ____, ____ by and between.

Indian Institute of Management Visakhapatnam having its office situated at Near RTA Test Track, Gambheeram Village, Anandapuram Mandal, Visakhapatnam – 531163, Andhra Pradesh hereinafter referred to as "IIMV" or "the Institute" on the FIRST PART, represented by _____ working as _____ of the Institute.

AND

M/s. _____, a company registered as a company under _____ by _____ with UIN _____ vide certificate dated _____ with its registered address _____ and Regional Office at _____, and having its branch office at _____ represented by its _____ authorised vide company board resolution No. _____ dated _____ (hereinafter referred to as "Contractor") which expression shall, unless it be repugnant to the context, be deemed to include its successors and assigns of the OTHER PART.

WHEREAS 'IIMV' or 'the Institute' / FIRST PART AND 'Contractor'/ OTHER PART and are individually also referred to as a Party and collectively as the Parties.

WHEREAS, IIMV has issued a public tender notice vide Tender No: _____ for engagement of agency for _____ through e-procurement mode, hereinafter referred as "Ref:1";

Against which Ref:1, the Contractor has submitted bid on dated _____ hereinafter referred as "Ref:2";

And IIMV evaluated the Contractor as successful bidder and awarded the contract by Letter of _____ Award _____ (LoA) vide _____ reference _____ (hereinafter referred as "Ref:3");

WHEREAS, Contractor has accepted the LoA and agreed to start the said services with effect from _____ and started rendering of service from _____.

NOW THEREFORE IT HAS BEEN AGREED BETWEEN the Contractor and IIMV that the Contractor shall render _____ providing the required _____ on outsourcing basis at the rates as agreed and as per provisions of tender document and this contract is subject to the following terms and conditions:

1. SCOPE OF WORK:

As defined in the Tender document, Corrigenda, Addenda, LoI/LoA etc. Should be clear and unambiguous. With sufficient clauses for extended needs of the Institute.

2. CONTRACT DURATION AND TERMINATION

Duration of the contract shall be for a period of ____ months from ____ i.e. up to _____. The contract may be extended by ____ months based on satisfactory feedback from all stake holders of the institute, requirement at that point of time, at discretion of the Competent Authority on mutually agreeable terms and conditions. The Institute may at any time terminate the Contract by giving a written notice to the Contractor, one month in advance. If the Contractor wishes to withdraw from the contract, should give a notice three months in advance. Failure to give notice on part of the Contractor and failure in providing the services as agreed shall be treated as breach of contract. In such case, IIMV reserves the right to get the required services from open market/other similar agency and all that difference of cost shall be charged to the existing contractor. The cost shall be recovered from the Security Deposit. The contract can also be terminated by the Institute, without compensation to the contractor, if the contractor becomes bankrupt or otherwise insolvent as declared by the competent Court, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the Institute.

3. PERFORMANCE BANK GUARANTEE (PBG):

The Contractor has submitted original, unconditional, irrevocable, interest free Performance Bank Guarantee (PBG) for Rs. _____/- (Rupees Seven Lakhs Twenty Thousand Only) issued by _____ dated _____ with a validity up to _____ /DD No.: _____ issued by _____ dated _____ /Cash as security/ guarantee for compliance of their obligations in accordance with the terms and conditions of this agreement.

The IIMV shall return/release the same interest free Security Deposit/ PBG after completing all the contractual obligations after expiry of the agreement/contract, within 30 days to the Contractor, after confirming NO dues.

4. RATES: Rates as per Financial Bid and conditions thereon.

- a. GST will be paid extra as per actuals at the time of billing.
- b. Rate structure for each item/category etc.
- c. The rates shall be firm and fixed unless specified otherwise.

5. PAYMENT TERMS:

The Contractor shall raise the bills as per the formats accepted by the IIMV and the payment shall be released within 21 days of receipt of such bills subject to due verification. Failure of production of such bills/ shall lead to withholding of payments. TDS and all other GST will be deducted as per applicable rules.

6. COMPLIANCE WITH THE INSTITUTE RULES AND REGULATIONS:

The contractor should comply with all norms stipulated by the Institute regarding maintenance of discipline, decorum, etiquette, safety, security and hygiene at and around the workplace. Strict compliance with all guidelines and procedures etc. issued by Central / State Government Local Authorities or the Institute in relation to, but not limited to, security, safety and any other contingencies or exigencies shall be duly observed while entering and during the stay at the office, while interacting with the staff & students etc.

7. AUTHORIZATION:

The Contractor should submit to the Institute the names, designation and specimen signatures of the persons authorized by it to sign documents, execute the work, receive payments, receive instructions and notices etc. on behalf of it.

8. PENALTY CLAUSE:

Nature of lapses of services and measures of penalty imposed to be listed.

In each such case, appropriate punitive action shall be taken by the Institute, by issuing a warning letter and monetary penalty as under:

- i. First warning letter for first such instance and 1% of total bill value will be deducted.
- ii. Second warning letter for second such instance and 5% of total bill value will be deducted.
- iii. Third warning letter for third such instance and 10% of total bill value will be deducted.
- iv. Notice of termination of contract will be issued for fourth such occurrence.

9. WORK AT RISK AND COST:

In case, the Contractor fails to provide the required services during the contract period or extended contract period, the same services will be obtained from open market and the difference of cost, if any, will be recovered from Performance Security or from pending bill(s) of the defaulting firm or from both, in case the recoverable amount exceeds the amount of Performance Security.

10. SUB-CONTRACTING:

The contractor shall not assign, sub-contract or sub-let the whole or any part of the contract in any manner. In case of an unavoidable circumstance, the contractor shall be able to do it with the prior approval of the Institute. However, the job shall be sublet only to the party approved by the Institute.

11. INDEMNITY:

The CONTRACTOR shall indemnify IIMV from all claims, suits, inability & procedure which may be identified/initiated by the employees engaged by the CONTRACTOR, shall keep IIMV harmless from all such rules, procedure liabilities. The CONTRACTOR shall also indemnify IIMV from all or any legal implication or consequences that may arise out of labour laws/rules and any consequence that may arise out of misconduct of any of his personnel including loss of property or life due to any accidents. Any claims in this regard shall be settled between the Contractor and the effected party. If any charges in this regard are levied by the parties on IIMV, the same will be recovered or adjusted against the payments to be made to the Contractor subsequently. The decision of the Director, IIMV in this regard shall be final and binding.

12. ARBITRATION:

In the event of any question, dispute or difference arising under this tender and/or in connection therewith, except as regards decisions, the process in respect of which is specifically and explicitly provided under this tender, the same shall be referred to an arbitrator appointed in accordance with the law for the time being in force by the Competent Authority and the decision of the Arbitrator shall be final and binding on both parties of this tender. The costs of arbitration shall be shared equally.

13. GOVERNING LAW AND JURISDICTION:

All disputes arising, if any, under this tender/contract shall be resolved through Arbitration process as mentioned in the tender document. This agreement shall be governed by the laws of India. Without affecting the validity of arbitration clause herein above, all matters connected and related to this agreement shall, in all respects, be subject to the exclusive jurisdiction of the courts at Visakhapatnam.

14. FORCE MAJEURE:

If at any time, during the continuance of the agreement/contract, the performance in whole or in part, by the firm, of any obligation specified in the agreement/contract, is prevented, restricted, delayed or interfered, by reason of war or hostility, act of the public enemy, civil commotion, sabotage, act of State or direction from statutory authority, explosion, epidemic, quarantine restriction, fire, floods, natural calamities or any act of GOD, (hereinafter referred to as event), the Contractor may be excused from performance of its obligation provided that notice of happenings of any such event is given by the firm to IIMV within two calendar days from the date of occurrence thereof. Provided further that the obligations under the Agreement shall be resumed by the firm, as soon as practicable, after such event comes to an end or ceases to exist. The decision of IIMV as to whether the obligations may be so resumed (and the time frame within which the obligations may be resumed) or not, shall be final and conclusive. However, the Force Majeure events mentioned above will not in any way cause extension of the period of the Contract. (Same as above).

IN WITNESS THEREOF, THE PARTIES HAVE HEREUNTO SUBSCRIBED THEIR HANDS ON THE DAY, MONTH AND YEAR FIRST MENTIONED ABOVE IN THE PRESENCE OF THE FOLLOWING WITNESSES:

For IIM Visakhapatnam

For M/s. _____

Signature: _____

Signature: _____

Name: _____

Name: _____

Designation: _____

Designation: _____

Date: _____

Date: _____

Office Seal: _____

Office Seal: _____

Witness:

1. _____

1. _____

2. _____

2. _____

Annexure - VI

**Bank Guarantee for Security Deposit
(To cover defect liability)**

1. In consideration of your agreeing to accept Bank Guarantee for
Rs..... in lieu of cash deposit from
Messrs.....

... (hereinafter called the Contractor) being the deposit to be kept by you during the Defect Liability period in respect of
(hereinafter called works) executed and completed by the Contractor on and in accordance with the terms and conditions of the Contract dated and for the due fulfillment of the said Contract or of the terms and conditions therein, we hereby undertake and agree to indemnify and keep you indemnified to the extent of Rs..... (Rupees..... only).

2. In the event of any loss or damages, costs, charges or expenses caused to or suffered by you by reason of any breach or non-performance by the Contractor of the terms and conditions during the Defect Liability Period in respect of the works as stipulated under the said contract, we shall on demand and without reference to the Contractor irrevocably and unconditionally pay you in full satisfaction of your demand the amounts claimed by you; Provided that our liability under this guarantee shall not at any time exceed Rs..... (Rupees..... only).

3. The guarantee herein contained shall remain in full force and effect during the Defect Liability Period stipulated by you. In the event of the Contractor failing to rectify the defects and undertake repair work or to replace any material or bad workmanship carried out in the works under the said Contract arising out of defects or other faults which may appear within months from the date of handing over of the works to you, which in your opinion is due to use of defective or improper materials or bad workmanship and not in accordance with the drawings and specifications or instructions, then the amount demanded by you is payable under this guarantee.

4. We also agree that your decision as to whether the Contractor has committed any breach or non-observance of the terms and conditions of the said Contract shall be final and binding on us.

5. We undertake to pay to the IIM any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

6. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.

7. This guarantee shall continue to be in full force and effect for a period of..... months from the date of issue. Notwithstanding the above limitation, we shall honour and discharge the claims preferred by you within thirty days of the expiry of this guarantee.

8. We shall not revoke this guarantee during its currency except with your previous consent in writing.

9. This guarantee shall not be affected by any change in the constitution of our Bank or of the Contractor.

10. Your neglect or forbearance in the enforcement of the payment of any money, the payment whereof is intended to be hereby secured or the giving of time for the payment hereto shall in no way relieve us of our liability under this guarantee.

Dated this..... day of.....20.....

Yours faithfully,

For

Signature and Seal
Of the Bank

(AUTHORISED SIGNATORY)

Annexure – VII

**Declaration for compliance with GFR Rule 144 (xi)
(To be given on the letterhead of the bidder)**

Date:

**To
Head (Projects),
Indian Institute of Management Visakhapatnam
Near RTA Test Track, Gambheeram Village,
Anandapuram Mandal,
Visakhapatnam – 531163,
Andhra Pradesh**

Tender Reference No: _____

CERTIFICATE

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that Our Company/I am not from such a country.

OR (*whichever is applicable*)

(Bidders from a Country which shares a land border with India)

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I from _____ (Name of Country) and the Company has been registered with the Competent Authority.

I also certify that I fulfil all the requirements in this regard and is eligible to be considered. *(Copy/ evidence of valid registration by the Competent Authority is to be attached).*

Place:

Signature of the Tenderer

Date:

Name & Address of the Tenderer
with Office Stamp

Annexure - VIII

10. BILL OF QUANTITIES

S. No	Description	Unit	Qty	Rate (Inclusive of all taxes)	Amount (Inclusive of all taxes)
1	<p>Providing, supplying, fabricating, Installation, transportation, loading, unloading, placing in position Single bed of Size 1940mm (L) x 1030mm (W) x 465 mm(H) with under storage boxes.</p> <p>The Bed shall be made up of 18mm thick BWP grade ply shall be pasted lamination on all sides with edge banding tape (1mm thick - American Walnut on visible sides and 0.8mm thick plain laminate on inner face).</p> <p>Headboard: (900mm Height): 38mm (12mm+12mm+12mm) thick BWP Ply with laminate on all sides with a fillet cut of R50 at the top corners.</p> <p>Footboard (515mm Height): 38mm (12mm +12mm+12mm) thick BWP ply with laminate on all sides fillet cut of R50 at the top corners.</p> <p>Base Plank: 18mm thick BWP RAW Ply as mattress back panel.</p> <p>Side Plank: 18mm thick BWP ply with laminate on all sides.</p> <p>Under storage boxes: The 2 No's of equal size drawers of 850mm depth made up of 18mm thick BWP ply with laminate on all sides mounted on castors (min of 5 castors on each drawer) and concealed 'G' handle on drawer fascia.</p> <p>Metal Frame: Horizontal Members: 2 no's of main members - Made up of 25x50x1.6mm thick MS pipe with black color powder coating. 5 No's of crossmembers made up of 25x25x1.6mm thick MS Pipe with black color powder coating. Vertical Legs: 6 No's of supports made up of 25x25x1.6mm thick MS Pipe with black color powder coating. All the Horizontal, vertical MS members to connected using nut and bolts. A Minimum of 50 microns to be done for powder coating. The connectivity of the headboard, footboard, side planks, fascia to the bed frame is done by clamping brackets made up of 2mm thick CRCA which are welded on MS frame.</p> <p>Note: All details to be followed as per the drawings and design provided and any addition required in detail should be incorporated in the shop drawing to ensure complete</p>	Nos	12		

*Supply & fixing of Furniture in Hostel - 12 at permanent campus
of IIM Visakhapatnam*

	functionality and durability as intended. Adjustable levelling screws at the bottom of the ply at equal distance. Nothing extra will be paid. Drawing No. - H 12 - BED - ID - 101 A				
--	--	--	--	--	--

2	<p>Providing, supplying, fabricating, Installation, transportation, loading, unloading, placing in position Wooden wardrobe of Size 900mm (L) x 600mm (W) x 2100mm (H). The wardrobe shall be made up of 18mm thick BWP grade ply shall be pasted lamination on all sides with edge banding tape (1mm thick - American Walnut on visible sides and 0.8mm thick plain laminate on inner face).</p> <p>Back Panel: 12mm thick BWP Ply with lamination on all sides.</p> <p>Side Panels: 18mm thick BWP Ply with lamination on all sides.</p> <p>Top & Bottom Panels: 18mm thick BWP Ply with lamination on all sides.</p> <p>Bottom Skirting: 18mm thick BWP Ply with lamination on all sides.</p> <p>Openable Shutters: 18mm thick BWP Ply with lamination on all sides.</p> <p>Shelves: 18mm thick BWP Ply with lamination on all sides.</p> <p>Edge banding: All edges of the wardrobe and shelves finished with 2mm thick edge banding to match with laminate.</p> <p>Accessories / Fittings: The shutters should be fixed with carcass unit using soft closing hinges. Two Numbers of latches to be provided on the inactive shutter. Wardrobe lock to be provided on the active shutter. Concealed handles to be provided on both shutters. Aluminium pipe / rod to be provided for hangers. Adjustable levelling screws at the bottom of the wardrobe Magnetic catcher to be provided for shutters to be placed in the position.</p> <p>Note: All details to be followed as per the drawings and design provided and any addition required in detail should be incorporated in the shop drawing to ensure complete functionality and durability as intended. Nothing extra will be paid.</p> <p>Drawing No. - H 12 - WARDROBE - ID - 201A</p>	Nos	12		
---	--	-----	----	--	--

3	<p>Providing, supplying, fabricating, installation, transportation, loading, unloading, placing in position Study Table with pedestal. Table Size: 1200mm (L) x 600mm (W) x 750 mm(H) Pedestal Size: 450mm (L) x 450mm (W) x 700 mm(H)</p> <p>The table should be supported on 50x50x1.6mm thick MS Powder coated legs on side and other side on the wooden pedestal fixed to the table top and inter connection with a cross member of 40x40x1.6mm thick MS Powder coated using nut and bolts, screws with woodne surface. Table top is supported on metal frame using screws. The connectivity of the table top with MS structure is done by clamping brackets made up of CRCA which are welded on MS frame.</p> <p>Table Top: 18mm thick BWP ply with laminate on all sides. Edge banding: All edges of the wardrobe and shelves finished with 2mm thick edge banding to match with laminate.</p> <p>Pedestal (2 Drawers + 1 Filling unit): Drawer body, drawer bottom & pedestal back are made up 12mm thick BWP ply with laminate on all sides. Pedestal side panels, top skirting, bottom skirting & drawers fascia are made up of 18mm thick BWP ply with laminate on all sides.</p> <p>Hardwares / Fittings: Pedestal drawers are mounted on 450mm Telescopic slide for pull out. Adjustable levelling screws at the bottom of the Table and pedestal. Concealed Handle for the pedestal drawers Centralized locking system.</p> <p>Note: All details to be followed as per the drawings and design provided and any addition required in detail should be incorporated in the shop drawing to ensure complete functionality and durability as intended. Nothing extra will be paid. Drawing No. - H 12 - STUDY TABLE WITH PEDESTAL - ID - 301A</p>	Nos	12		
	Grand Total				