

**TENDER DOCUMENT**  
**FOR**  
**LAB FURNITURE WORKS**  
**FOR**  
**SCIENCE BUILDING – DEPARTMENT LABS**  
**(FUNDED BY HNF-HECA)**

**(PMC - CCEPL)**

**J A M I A    H A M D A R D**  
**HAMDARD NAGAR**  
**NEW DELHI –110062**

**I M P O R T A N T**

THE VENDOR SHOULD SATISFY HIMSELF THAT NO PAPER OR DOCUMENT FROM THIS  
SEALED FILE IS MISSING WHILE SUBMITTING THIS TENDER

TENDER ISSUED TO \_\_\_\_\_

ISSUING DATE \_\_\_\_\_

SIGNATURE OF ISSUING OFFICER: \_\_\_\_\_

LAST DATE OF RECEIVING \_\_\_\_\_

DATE OF OPENING \_\_\_\_\_

SGNATURE OF THE EXECUTIVE ENGINEER \_\_\_\_\_

## INDEX

No.	Item	Page No.
1	Notice Inviting Tender	4
2	Instructions to Bidder/Tender Conditions	6
3	Techno-Commercial bid (Qualification Criteria)	12
4	General Conditions	18
5	General Information	23
6	Special Conditions of Contract	24
7	Form of Agreement	39
8	Proforma of Letter of Undertaking (Annexure - A)	42
9	Proforma for Earnest Money (Bank Guarantee) (Annexure – B)	44
10	Proforma for Performance Bank Guarantee (Annexure – C)	46
11	Checklist (Annexure – D)	48
12	Annexure - E	49
13	Compliancy Sheet (Annexure – F)	50
14	Technical Specifications	55
15	Lab Furniture Layouts	59

Seal & Signature of the Tenderer

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**JAMIA HAMDARD**  
**(DEEMED TO BE UNIVERSITY)**  
**HAMDARD NAGAR, NEW DELHI-110062**

**TENDER NOTICE**

**Ref.No. JH/Lab Furniture (Science Building)/03/2022**

**Date: 31.05.2022**

Jamia Hamdard, New Delhi invites sealed items rate tenders in **two envelope systems** (Techno-Commercial Bid & Financial Bid) from reputed agencies who have carried out similar work in Govt. and Semi Govt. Institutes & Organizations. Tender Documents are attached herewith. Last date of submission of the Tender is **13.06.2022 up to 3.00 PM**. The Parties/agencies may submit the tender after satisfying themselves eligible for the work as per Terms & Conditions of tender.

<b>NAME OF WORK:</b>	Design, Supply, Fabrication and Installation of Modular Lab Furniture and General Furniture in Science Building at Jamia Hamdard, Delhi.
<b>ESTIMATED COST:</b>	Rs. 25,00,000.00/- inclusive of GST
<b>EARNEST MONEY:</b>	Rs. 50,000.00/-
<b>TENDER COST:</b>	Rs. 2,500/- (Non-Refundable)
<b>DELIVERY PERIOD:</b>	<b>02 Months</b>
<b>PRE-BID MEETING:</b>	<b>06.06.2022 at 04:00 pm</b>

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## 2 PART BID

Sealed tenders are invited from eligible and experienced OEM (Original Equipment Manufacturer) OR OEM Authorized Dealer for Supply. The tender document consists of the following two parts :

### 1. Part-1: "TECHNO-COMMERCIAL BID"

- A. PRE-QUALIFICATION CRITERIA – FIRST & SECOND (ANNEXURE D & E)
- B. TECHNICAL BID
- C. SECOND EVALUATION

### 2. Part-2: "FINANCIAL BID" of the tender. (Attached separate sheet)

The Tender dully filled should be dropped in the Tender Box kept in purchase section on or before **13.06.2022 upto 3.00 PM** along with demand draft of earnest money & Tender fee in sealed envelope clearly specifying the name of work. The D.Ds shall be in favour of Jamia Hamdard payable at New Delhi. The sealed envelope of the bidders containing Part-1 "TECHNO-COMMERCIAL BID" – "First Pre-qualification" & "Second Pre-qualification" and "Technical Bid" shall be opened on 13.06.2022 at **04.00 PM** by the tender committee in presence of available interested parties.

**Technical bid of only those parties will be considered for evaluation who qualify in both First & Second Pre-qualification criteria.** Date & time for opening of financial bid will be intimated later on to technically qualified bidders. Jamia Hamdard reserves the right to reject any or all tenders or split the tenders without assigning any reason.

**Registrar**

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## INSTRUCTRIONS TO BIDDER / TENDER CONDITIONS

**Jamia Hamdard** invites tenders from eligible bidders dealing with Lab Furniture works in Educational, Institutional and Healthcare Sectors. Bids (Technical bid and Commercial bid) from eligible and experienced OEM (Original Equipment Manufacturer) OR OEM Authorized Dealer for Supply, Installation and Commissioning of Laboratory Furniture (warranty period as stated at “Schedule”) on site comprehensive warranty from the date of receipt of the material as per terms & conditions specified in the tender document.

### 1. Bidder's Qualifying Requirement (QR):

Vendors of appropriate class of those who have carried out similar work in Govt. and Semi Govt. Institutes & Organizations, who are eligible as per the minimum requirements defined as below:-

1. The bidder should be a manufacturer registered in India or should be 100% subsidiary in India of parent company if any.
2. **Infrastructure:** The Vendor / Bidder or its parent company should have a well – established ( their own ) in – house manufacturing unit for the steel Laboratory Furniture and General furniture, quality management system as per International Standards providing the products and services on the continuous basis at least for the last 10 years or OR OEM Authorized Dealer for supply. The Vendors/ Bidders or its parent company in India or abroad should possess the current / valid approval for such items manufacturing facility by a statutory certifying authority, like Factory Inspector etc.
3. **Certifications:**
  - a) The bidder / parent company should be an Official member with SEFA (Scientific Items and Furniture Association) on a continuous basis at least for the past 3 yrs. from the date of this notification and in case of OEM Authorized Dealer, the dealer procuring the furniture from manufacturer/vendor, should be a member of SEFA and dealer should submit the certificates/fulfil the tender requirement accordingly.
  - b) The bidder / parent company should possess the key professional staff, at least one, in his organization with good knowledge of codes and standards like SEFA, OSHA, ASHRAE 110 and NFPA 45. Such professionals should have a valid membership of SEFA and in addition membership of any of the international governing standards.
  - c) The range of furniture offered by the bidder should have compliance certificate either direct or through third party, for all the parameters of SEFA-8 and SEFA-10. Detailed documentary evidence for the same must be included in the technical bid.
  - d) The bidder should submit third party Test certificate of “BIFMA HCF 8.1” by approved agency; IGBC CERTIFICATE in technical bid.
4. **Work experience:** The Vendors / Bidders should have work experience as per following parameters. Supportive documents like copy of P.O., completion certificate etc. should be submitted in this regard.
  - a) Three similar completed works each costing not less than the amount 40% of the estimated cost (Rs. 10.0 Lakhs) in last 7 (seven) years for Educational, institutional & research centers under Central / State Government / Central Autonomous Body/Central Public Sector Undertaking/ Educational Institute/University.

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- b) Two similar completed works each costing not less than the amount 50% of the estimated cost (Rs. 12.5 Lakhs) in last 7 (seven) years for Educational, institutional & research centers under Central / State Government / Central Autonomous Body/Central Public Sector Undertaking/ Educational Institute/University.
  - c) One similar completed works each costing not less than the amount 80% of the estimated cost (Rs. 20 Lakhs) in last 7 (seven) years for Educational, institutional & research centers under Central / State Government / Central Autonomous Body/Central Public Sector Undertaking/ Educational Institute/University.
5. Should have had an annual financial turnover of Rs. 50 Lakhs in respect of laboratory furniture during each of the last three years ending 31st March (Group turnover of any other business other than Lab work Benches, and Lab Furniture can't be included). Latest audited financial statement to this effect may be submitted.
  6. Considering the Size of the Project, the Bidder should have minimum Rs. 10.00 lacs Solvency. The Bidder shall produce the Solvency Certificate for Rs. 10.00 lacs from the Bank, dated within 1 Months from this Notification.

## 2. Scope of vendor:

Following scope shall be under vendor's scope:

1. The scope of work includes Design, Supply, Installation & Commissioning of Laboratory Furniture and general furniture.
2. The scope includes supply & installation of under bench cabinets including worktop, raceway, sink, water tap, peg board, eyewash, Leg Space, Key Board Tray, CPU Trolley, Cable Manager, Filler Panels, Close Panels, Switches/Sockets, etc, which are completely parts of Laboratory furniture.
3. The scope also includes internal wiring of Electrical Switch & Sockets located at the triangular raceway provided above the worktop of Laboratory Furniture.
4. Vendor should quote the price basis up to FOR door delivery up to Jamia Hamdard inclusive of Packing Charges, Loading Charges, Freight Charges, Unloading & Internal Shifting Charges, Installation Charges and Commissioning Charges up-to the installation area.
5. Removal of all the debris and dirt accumulated during the installation of Laboratory Furniture and General Furniture.

## 3. General instructions:

The works referred here-in shall cover the entire scope of the proposal which includes supplying and installation of material including successful completion and tests which Jamia Hamdard and PMC desires to get carried out.

## 4. Procedure for submission of tenders:

The following procedure shall be adopted for submission and opening of tenders. The sealed Envelope

**SUPERSCRIBED Tender for: Name of work: Design, Supply, Fabrication and Installation of Modular Lab Furniture and General Furniture in Science Building – Department Labs at Jamia Hamdard, Delhi.**

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Tenders should be submitted in two Parts i.e. “Techno-Commercial bid” (Part-A) and “Financial bid” (Part-B) in two separate sealed envelopes. Both the parts should be further put in a single sealed envelope super-scribing NIT No. & name of work, due date for opening, bidder’s name & address. The tender duly filled to be hand delivered in the tender box kept in the Purchase Section. It should not be handed over to any employee of the Jamia Hamdard. No tender shall be accepted later than the time schedule specified in NIT.

Any clarifications/amendments/corrigenda etc., to NIT before last date of submission of bid will only be available on our website: [www.jamiahamdard.edu](http://www.jamiahamdard.edu). Therefore, bidders are advised to keep visiting our website.

#### **PART-I**

##### **TECHNO-COMMERCIAL BID – PART A (Envelope 1)**

This envelope shall contain First & Second Pre-qualification, earnest money deposit, cost of tender (if downloaded from website) & technical bid and will be opened after qualifying on first and second pre-qualification criteria.

#### **PART-II**

##### **FINANCIAL BID – PART B (Envelope 2)**

This sealed envelope shall contain the financial bid of the vendor as per bill of quantities. This envelope shall be opened only after the EMD contained in envelope No.1 & technical bid is found in order as per the requirements of Tender. The date of opening of price bid shall be intimated later on.

The sealed cover containing envelope 1 & 2 shall be opened on the prescribed date and time in the presence of tenderers or their authorized representatives who may wish to be present.

#### **5. Tenderers to study entire tender document carefully:**

Submission of a tender by a tenderer implies that he has read all the stipulations contained in this tender document and has acquainted himself of the nature, scope and specifications of the works to be followed.

#### **6. Tenderer to submit the entire tender document:**

The tenderer shall submit all documents issued to him for the purpose of this tender after duly filling the same in all respects. Tenders which are found to be vague or incomplete shall be rejected summarily.

#### **7. Tender shall be written in English language:**

Every tender shall be written in English language. All information such as documents and drawings supplied by the tenderer will also be in the English language only. Drawings and designs shall be dimensioned according to the metric system of measurements. Tenders shall be forwarded under cover or a letter type written on the tenderer's letter-head and duly signed by the tenderer. Signatures must be in long hand, executed **with blue ink** on each and every page of the enclosed tender documents by a duly authorized principal of the tendering firm. No oral, telegraphic or telephonic tenders or subsequent modifications there-to shall be entertained.

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## **8. Tenderers to quote for all items and in figures & words:**

The tenderer shall quote his rates in words and figures with reference to each item and must enter for all the items shown in the attached Bill of quantities. Incomplete offer shall be liable for rejection. In case there is a discrepancy in "words" and "figures", the rate in words will be taken as correct for evaluation of tender. The total amount shall be written both in figures and in words.

## **9. Validity period of offers:**

The rates quoted in the tender shall hold good for 180 days from the date of opening of the tender. The validity period shall be extendable with the mutual consent of both the parties. No tenderer can withdraw/or modify his tender or revoke the same within the said period of 180 days. If a tenderer on his own withdraws or revokes the tender or revises or alters or modifies the tender for any item or condition within a period of aforesaid 180 days his earnest money deposit shall stand forfeited.

## **10. Tenderer to sign all pages:**

The tenderer shall stamp and sign at the bottom right-hand corner of every page of the tender documents in token of acceptance of tender conditions and for the purpose of identification.

## **11. Erasures and alterations:**

Tenders containing erasures and alterations of the tender documents are liable to be rejected unless these are authenticated by the person signing the tender documents.

## **12. Tenderer to satisfy himself of site conditions:**

Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tender regarding nature of the site conditions, the means of access of the site, the accommodation they may require and in general obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender in any manner. A tenderer shall be deemed to have full knowledge of the site, whether he inspects it or not and no compensation or otherwise of any charges incurred or to be incurred consequent on any misunderstanding or otherwise shall be admissible.

## **13. Earnest money:**

The tender shall be accompanied by earnest money of **Rs. 50,000 (Rupees Fifty thousand only)** in the form of DD / BG from any Indian Scheduled Bank only, drawn in favour of the Jamia Hamdard, Hamdard Nagar, New Delhi. Earnest money of the unsuccessful bidder(s) shall be refunded after expiry of the validity period of the tenders/award of works whichever is earlier. In case of successful tenderer the earnest money shall be adjusted against performance security.

## **14. Tender Rates:**

The rates/price quoted by VENDOR should be all inclusive i.e. should include all material cost, labour for loading/unloading, machinery/tools & tackles, ladder, freight, Insurance, transport/cartage of materials/labour and all other expenses not specifically mentioned but reasonably implied. Nothing over and above these rates shall be payable to the VENDOR. Further nothing extra in rates will be considered for any variations in tender quantities or due to any site difficulties. It is mandatory for bidder to quote all items rate as asked for in the BOQ/PRICE schedule. Failure in not filling some item rates will lead to rejection of tender. The

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bidders should quote unconditional rates, neatly written without any overwriting and all pages should be duly signed & stamped.

Jamia Hamdard reserves the rights to increase or decrease the quantum of work during the execution of work and to accept/reject full/part proposals without assigning any reason thereof.

**15. Tender liable for rejection:**

Tenders which do not fulfil all or any of the conditions laid down in this notice, or contain conditions not covered and / or not contemplated by the Conditions of contract and/or expressly prohibited therein or stipulate additional/alternative conditions shall be liable to be rejected.

**16. Tenders shall also be liable for rejection on any of the following grounds :**

- a) Tenders submitted late.
- b) Tenders containing remarks uncalled for.
- c) Conditional tenders
- d) Tenders not submitted on prescribed Performa.
- e) Telegraphic tenders.
- f) Tender submitted without E.M.D. / Cost of tender document

**17. Correspondence:**

Tenderers must mention their postal address and telephone number(s) of the Chief Executive/authorized agent or attorney in the tender. The tender submitted by the tenderer will be rejected if he or his agent cannot be contacted on the last known address or on the intimated telephone number(s) after reasonable search in which event earnest money may be forfeited by the Jamia Hamdard.

**18. Jamia Hamdard not to assign any reason for rejection of tender:**

Jamia Hamdard hold absolute discretion to accept or reject the lowest or any other tender without assigning any reason. No claim on this account shall be entertained.

**19. Amendment in tender documents:**

Jamia Hamdard reserves the right to revise or amend the Bid Documents upto the date prior to the date notified for opening of the tenders and also the right to postpone the date of submission and opening of tenders without assigning any reason, whatsoever.

**20. Documents to be submitted along with Technical Bids**

- a) Copies of completion and Performance Certificates (duly attested) for similar scope of works issued by the officer of the client/Dept. of the rank of Executive Engineer/equivalent or the Head of the Institution will have to be furnished along with the application. The completion certificate must clearly indicate the following:  
The date of completion of work with cost of completed work with letters of successful completion. Nature and scope of work, Time period of completion (attach client's list).
- b) The firms are advised to enclose attested copies of valid PAN, PF, ESI, GSTN.
- c) Earnest Money, **as mentioned** to be deposited.
- d) Tender Cost, **as mentioned** to be deposited.
- e) Company's financial performance documents (Audited balance sheet, and profit and loss statement).
- f) Copies of IT return acknowledgement for last three financial years.

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- g) All Annexures attached in the Tender Document.
- h) All documents submitted by the bidder should be self-attested along with stamp.

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**Techno-Commercial Bid (Qualification Criteria)**

**First Pre-qualification Criteria**

<b>Part A - Mandatory:</b>		<b>*Whether complied or not (specify Yes/No)</b>	<b>Yes</b>	<b>No</b>
1.	The bidder should be a manufacturer registered in India or should be 100% subsidiary in India of parent company if any or OR OEM Authorized Dealer for supply.		Qualified	Not Qualified

<b>Part B – Qualifying criteria and Marking:</b>		<b>Max Marks</b>	<b>Evaluation</b>
2	Three similar completed works each costing not less than the amount 40% of the estimated cost (Rs. 10.0 Lakhs) in last 7 (seven) years for Educational, institutional & research centers under Central / State Government / Central Autonomous Body/Central Public Sector Undertaking/ Educational Institute/University.  Two similar completed works each costing not less than the amount 50% of the estimated cost (Rs. 12.5 Lakhs) in last 7 (seven) years for Educational, institutional & research centers under Central / State Government / Central Autonomous Body/Central Public Sector Undertaking/ Educational Institute/University.	25	a) 60 % marks for minimum eligibility criteria. b) 100% marks for twice the minimum criteria or more in between (i) & (ii) on pro-rata basis. c) Note: Valuation based on No. of contracts with respect to minimum eligibility criteria.

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	<p>One similar completed works each costing not less than the amount 80% of the estimated cost (Rs. 20.0 Lakhs) in last 7 (seven) years for Educational, institutional &amp; research centers under Central / State Government / Central Autonomous Body/Central Public Sector Undertaking/ Educational Institute/University.</p> <p><b>Note:-</b> Satisfaction completion certificate should be attached as a proof of documentary evidence simply attaching work order will not be sufficient.</p>		
3	<p>Should have had an annual financial turnover of Rs. 50.0 Lakhs in respect of laboratory furniture during each of the last three years ending 31st March (Group turnover of any other business other than Lab work Benches, and Lab Furniture can't be included). Latest audited financial statement to this effect may be submitted.</p>	25	<p>a) 60% marks for minimum eligibility criteria.</p> <p>b) 100% marks for twice the minimum criteria or more in between (i) &amp; (ii) on pro-rata basis.</p> <p>c) Note: Valuation based on turnover with respect to minimum eligibility criteria.</p>
4	<p>The Vendor / Bidder or its parent company should have a well – established ( their own ) in – house manufacturing unit or in case of OEM Authorized Dealer (dealer procuring furniture from the vendor should have in-house manufacturing unit) for the steel Laboratory Furniture, quality management system as per International Standards providing the products and services on the continuous basis at least for the last 10 years. The Vendors/ Bidders or its parent company in India or abroad should possess the current / valid approval for such items manufacturing facility by a statutory certifying authority, like Factory Inspector etc.</p>	10	<p>a) 60 % marks for minimum eligibility criteria.</p> <p>b) 100% marks for twice the minimum criteria or more in between (i) &amp; (ii) on pro-rata basis.</p> <p>c) Note: Valuation based on year of operations with respect to minimum eligibility criteria</p>
5	<p>The bidder / parent company should be an Official member with SEFA (Scientific Items and Furniture Association) on a continuous basis at least for the past 3 yrs. from the date of this notification and in case of OEM Authorized Dealer, the dealer procuring the furniture from manufacturer/vendor, should be a member of</p>	10	

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	SEFA and dealer should submit the certificates/fulfil the tender requirement accordingly.		
6	The bidder / parent company should possess the key professional staff, at least one, in his organization with good knowledge of codes and standards like SEFA, OSHA and NFPA 45. Such professionals should have a valid membership of SEFA and in addition membership of any of the international governing standards.	10	<p>a) 60 % marks for minimum eligibility criteria.</p> <p>b) 100% marks for twice the minimum criteria or more in between (i) &amp; (ii) on pro-rata basis.</p> <p>c) Note: Valuation based on No. of key person with respect to minimum eligibility criteria.</p>
7	The range of furniture offered by the bidder should have compliance certificate either direct or through third party, for all the parameters of SEFA-8 and SEFA-10. Detailed documentary evidence for the same must be included in the technical bid.	10	
8	Considering the Size of the Project, the Bidder should have minimum Rs. 10.00 lacs Solvency. The Bidder shall produce the Solvency Certificate for Rs. 10.00 lacs from the Bank, dated within 1 Months from this Notification.	10	<p>a) 60 % marks for minimum eligibility criteria.</p> <p>b) 100% marks for twice the minimum criteria or more in between (i) &amp; (ii) on pro-rata basis.</p> <p>c) Note: Valuation based on solvency with respect to minimum eligibility criteria</p>
	<b>Total Points</b>	<b>100</b>	

Important: The minimum qualifying points will be 60 for First qualification criteria

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**Prequalification / Short listing Criteria:**

- 1) **Compliance is mandatory in case of Part-A of First Pre-Qualification;** otherwise it will result in disqualification.
- 2) The parties who will qualify in first pre-qualification only will be considered for second pre-qualification.
- 3) For support & verification of above criteria necessary self-attested document must be attached with each point.

**Signature of Bidder with Stamp & Seal**

**Techno-Commercial Bid (Qualification Criteria)**

**Second Pre-qualification Criteria**

The bidder should provide following details for their work experience. The bidder should provide name & address of only those organizations where they have completed the similar works including laboratory furniture Work, etc., duly supported by satisfactory completion certificate from the client.

The committee designated by Jamia Hamdard and PMC will inspect these organizations to assess the quality of work, infrastructure & feedback from the users.

The committee will submit its report on the basis of its visit, after due evaluation based on the documents, physical inspection of the site of the parties.

Sl. No.	Name of the Organization with complete address with Ph. No./Fax No. & E-Mail address	Name of the concerned Authority with Post & Communication details.	Value of the work done	Time over run if any
1.				
2.				
3.				

The tenderer may also be required to install mock up sample of lab furniture at Science Building, Jamia Hamdard for evaluation by the committee constituted by the Jamia Hamdard and PMC at bidders cost & risk, within a period of 10 days from the date of intimation by Jamia Hamdard and PMC.

**Signature of Bidder with Stamp & Seal**

Seal & Signature of the Tenderer



**Note: Parties who will qualify in second pre-qualification will only be considered for technical evaluation.**

**Evaluation Criteria for First Evaluation – First & Second pre-qualification**

**Evaluation Criterion for Second Evaluation/ based on the sample module installed by the tenderer at Science building at Jamia Hamdard, Delhi.**

<b>Sl. No.</b>	<b>Description</b>	<b>Maximum Point</b>	<b>Point Assumed</b>	<b>Remarks</b>
1	Adherence to specifications (YES /NO)	35		
2	Quality of Hardware used (YES /NO)	30		
3	Ease of compatibility (YES /NO)	15		
4	Use of low amusing / eco-friendly model (YES /NO)	5		
5	Flexibility in Modular design (YES /NO)	5		
6	Compatibility with existing utility points (YES /NO)	5		
7	Adherence to delivery schedule (YES /NO)	5		
	<b>TOTAL POINTS</b>	<b>100</b>		

The minimum qualifying points are 60. The financial Bids of only those bidders will be opened who qualify in the Second Evaluation Criteria.

**Evaluation criteria for Financial Bid (30% weightage):-** the lowest bidder (overs L1 in BOQ) will get full marks other pro-rata.

**Selection Criteria**

The First Evaluation criteria will carry 20% weightage.

The Second Evaluation criteria will carry 50% weightage & financial bid will carry 30% weightage. The bidder who gets highest point as total Technical & Financial evaluation points will be awarded order.

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## GENERAL CONDITIONS

1. Sealed tenders on item rate basis are hereby invited from pre-qualified vendors for the work of: **Name of work: Design, Supply, Fabrication and Installation of Modular Lab Furniture and General Furniture in Science building – Department Labs at Jamia Hamdard, Delhi.** The tender document consists of Tender form, Notice inviting tender, Instructions to bidders, General Information, Schedule of quantity, General Conditions of contract Agreement, List of tests and technical specification, etc., which can be procured at a cost of Rs. 2,500 (Rupees Two thousand and Five Hundred only) from the office of, Jamia Hamdard, Delhi or downloaded from website of Jamia Hamdard [www.jamiahamdard.edu](http://www.jamiahamdard.edu). Purchase of tender document is obligatory on the part of the tenderers & bid in no other form will be accepted.
2. The tender document shall be placed in a sealed cover as mentioned in the Procedure of Submission of tender and addressed to the Jamia Hamdard, Hamdard Nagar, New Delhi-62. The tender shall be received by Jamia Hamdard, on or before 15:00 hrs. on 13.06.2022 and the technical bid shall be opened on the same day at 16:00 hrs. in the presence of tenderers or their authorized representatives, who may like to be present. Any envelope received after the said date and time shall not be entertained under any circumstances and no consideration what so-ever shall be given to anything that might be contained in any such envelope.
3. The cost of tender document may be deposited in the form of Bank's Cheque/ Demand draft/ in favour of **Jamia Hamdard**.
4. Bidders must fill the letter of undertaking and Declaration Programme complete in all respect.
5. The time allowed for the completion of work is **TWO** months to be reckoned after the next day of date on official written work order to commencement of the work.
6. The tender shall be accompanied by earnest money for Rs. 50,000 (Rupees Fifty Thousand Only) in the form of demand draft, BG from Indian scheduled bank drawn in favour of the of Jamia Hamdard, Hamdard Nagar, New Delhi-62. Any tender not accompanied by such earnest money will be rejected forthwith.
7. **No sub-letting of the work is allowed. Work under this contract, either full or any part of the contract shall not be assigned or sub-let without prior written permission and information of Jamia Hamdard.**
8. **Bidders must quote their rates Including GST.**
9. The vendor shall ensure submission of his tender after examining the tender document, scope of work, specifications, clauses, additional terms of contract agreement special terms & conditions, bill/schedule of quantity, instructions to bidders, general information, etc.
10. The offer shall remain valid for 100 days from the date of opening of tender. The scope & value of tender can be increased or decreased and any item can be added, deleted, withdrawn or substituted as per the requirements of Jamia Hamdard.

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11. If a tenderer whose tender is accepted, fails to undertake the work as per terms of the contract within 30 days to be reckoned from the date of issue of allotment letter, Jamia Hamdard is free to cancel the award of tender and forfeited the earnest Money deposited.
12. Jamia Hamdard and PMC does not bind itself to accept any tender and reserves the right to reject any or all tenders without assigning any reason.
13. Jamia Hamdard and PMC will not pay any expense, whatsoever incurred by tenderer for the preparation and submission of tenders.
14. This notice inviting tender, will form part of the contract agreement to be executed by the successful tenderer with the Jamia Hamdard.  
The successful tenderer shall have to sign the contract agreement within 15 days of the allotment of work.  
**The tenderers, whose technical bids are accepted, are required to make general presentation to the Institute, regarding their profile and work plan to execute the job.**

All the correspondence on the tender shall be addressed to the Jamia Hamdard, Hamdard Nagar, New Delhi - 110062 and any communication addressed to anyone else shall not in any manner be binding upon the Jamia Hamdard.

### **BID OPENING**

Firstly, First Envelope (Techno-Commercial Bid) containing all pre-qualification documents (First & Second Pre-qualification) and EMD as stated above will be opened and duly scrutinized by PMC/Engineer In-charge for their eligibility. Only bidders who fulfil the Technical Bid requirements, they are allowed to install a sample furniture and will be evaluated as mentioned in the tender, those who qualify above criteria will be eligible for opening of their Second Envelope (Financial Bid).

#### **Evaluation of Techno-Commercial Bid**

- a) Prior to detailed evaluation of bids, the Jamia Hamdard / PMC will determine whether each bid
  - i. is accompanied by required EMD, Cost of bidding document
  - ii. totally comply to the requirement of bidding document.
- b) The Jamia Hamdard / PMC will examine the bids to determine whether they are complete, and whether the bids are generally in order.
- c) Prior to the detailed evaluation, the Owner will determine whether each bid is of acceptable quality, is generally complete and is responsive to the Bidding documents. A substantially responsive Bid is one which conforms to the terms, conditions and specification of the Bidding Documents without material deviation. A material deviation is one which affects in any substantial way the scope, quality or performance of the works, or which limits in any substantial way, inconsistent with the Bidding Documents, the OWNER's rights or the Bidder's obligations as envisaged in the Bidding Documents, and the rectification of which deviation or reservation would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

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- d) The Owner will carry out a detailed evaluation of the bids previously determined to be responsive in order to determine whether the technical aspects are in accordance with the requirements set forth in the Bidding Documents on the basis of details/documents submitted by the bidder in the bid at 1st instance. In order to reach such a determination, the Jamia Hamdard / PMC will examine and compare the technical aspects of the bids on the basis of the information supplied by the bidders, taking into account the following factors:
- i. Overall completeness and compliance with the Technical Specifications; quality, function and operation of any process control concept included in the bid. The bid that does not meet minimum acceptable standard of completeness/ specifications defined in the bid document, consistency and detail will be rejected as non-responsive.
  - ii. Any other relevant factor, if any that JAMIA HAMDARD / PMC deems necessary or prudent to be taken into consideration.
- e) No stipulation, deviation, terms & conditions, presumption, basis etc. shall be stipulated in the bid. Any conditions, if stipulated, shall be treated as null and void and shall render the bid liable for rejection.
- f) JAMIA HAMDARD / PMC, if necessary, will obtain clarifications on the Bid by requesting for such information / clarifications from any or all Bidders, either in writing or through personal contact, All responses shall be in writing, and no change in the price or substance of the bid shall be permitted unless specifically sought by JAMIA HAMDARD / PMC.
- g) **UNSOLICITED POST TENDER MODIFICATIONS**  
Bidders are advised to quote strictly as per terms and conditions of the bidding document and not to stipulate any deviations/exceptions. Once quoted, the bidder shall not make any subsequent price changes, whether resulting or arising out of any technical / commercial clarifications sought on any deviations or exceptions mentioned in the bid. Similarly, no revision in quoted price shall be allowed should the deviations stipulated by him are not accepted by Owner and are required to be withdrawn by him in favour of stipulation of the bidding document. Any proposed price changes is likely to render the bid liable for rejection. In case of unsolicited price increase, such offer(s) of the Bidders shall be rejected. In case of unsolicited price decrease, the Bidder(s)'s offer shall be compared as per originally quoted prices and if the Bidder happens to be the recommended Bidder, the decrease in prices shall be taken into account for ordering.
- h) **COMPLETE SCOPE OF WORK**  
The complete scope of work has been defined in the bidding document. Only those bidders who take complete responsibility for the complete scope of work as contained in the bidding document shall be considered as acceptable.

### **Acceptance of Bid**

In case of acceptance of the bids, the successful bidder must enter into an agreement as Jamia Hamdard Proforma on NON-JUDICIAL STAMP PAPER of Rs.100/- in DUPLICATE.

- i. Rates shall be quoted both in figures and in words in clear legible writing. No cutting / over writing is allowed. All scoring and cancellation should be counter signed in full by the tenderer. In case of illegibility the interpretation of the Tender Committee shall be final.
- ii. The quoted price must be written in both figures and words. Alteration if any, should be made clearly by crossing the whole entered rate and last corrections should be attested by the

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tenderer's with their full signature and rubber stamp. In no case there should be overwriting and all tenders with such overwriting shall be liable for rejection.

- iii. The tenderers are required to quote their rates **INCLUDING GST**.
- iv. **Prices quoted shall not be subject to ESCALATION till Project Completion.**

1. Offers shall be accompanied with earnest money deposit (EMD) of requisite value as specified in a separate envelope failing which offer are liable for rejection.

In consideration of the owner opening and considering the tender for purpose of award of contract, the Tenderer shall keep his tender valid for a period bid validity from the date of opening of tender, during that period the tenderer agrees not to vary, or revoke his tender either in whole or in part. If the tenderer varies the price and its term and conditions during the validity period of the offer, then, the owner shall be entitled to forfeit the bid guarantee without any notice or proof of damages etc. The tenderer shall submit tender as required in the bid documents along with 'letter of undertaking' in the Proforma enclosed in the bid documents.

The EMD's of unsuccessful tenderers to be returned after award of the Contract to Successful bidder. No interest will be payable on the said amount.

**THE EARNEST MONEY SHALL BE FORFEITED ON THE FOLLOWING GROUNDS:**

- (i) On revocation / modification of tender or;
  - (ii) On refusal to enter into a contract after the work is awarded to a **VENDOR** or;
  - (iii) If the work is not commenced after the work is awarded to a **VENDOR**.
  - (iv) Refusal to accept the arithmetic correction (s).
  - (v) Submission of false documents.
  - (vi) Increase the rates after opening of tender before the expiry of the validity of the tender.
2. Agencies should ensure renewal / revalidation of Electrical for safe job execution and contractual requirement.
  3. Offer must be strictly as per specification / drawings as spelt out in the enquiry. No Deviations are allowed.
  4. All incidental items not shown or specified but reasonably implied or necessary for successful completion of the work shall be provided by the **VENDOR** at his own cost. Decision of the Owner/ Consultant will be final in this regard. However, the **VENDOR** shall execute any extra items, if necessary for completion of the work with prior permission of Owner/ Consultant.
  5. All tender papers should be duly signed and stamped on all pages and the proforma supplied should be filled in giving full information and submitted along-with the tender.
  6. Materials to be supplied by the **VENDOR** as per scope of work shall be of good quality/ ISI marked and of specified acceptable brand(s) only. It shall require approval of PMC/Engineer In-charge.
  7. Arithmetical errors will be rectified on the following basis:

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If there is a discrepancy between the unit price and the total price, which is obtained by multiplying the unit price and quantity, or between subtotals and the total price, the unit or subtotal price shall prevail and the total price shall be corrected accordingly. If there is a discrepancy between words and figures, the amount in words will prevail. If the Bidder does not accept such correction of errors, its bid will be rejected and the bid security will be forfeited.

8. The persons below the age of 18 (Eighteen) years and children worker **shall not** be deployed on the work.
9. Abnormally High or Low Rated Items:
  - (A) If the rates/ prices quoted by the successful bidder for one or more items of the bill of quantities (wherever such rates/ prices have been called for in the bids) are found to be abnormally high or low in relation to the Engineers estimate of the cost of work to be performed under the contract, then Jamia Hamdard shall require the bidder to produce detailed rates/ price analysis/technical specifications/certifications involved for any or all items of the bill of quantities to demonstrate the internal consistency of those rates/price with the specifications and details proposed.
  - (B) After evaluation of rate / price analysis, Jamia Hamdard shall require that the amount of the performance security be increased at the expense of the successful bidder to a level sufficient to protect the owner against financial loss in the event to default by the VENDOR under the contract, if award is placed on recommended bidder.

<u>Award value of Contract w.r.t Cost Estimate</u>	<u>Amount of Additional Guarantee</u>
--	---------------------------------------

- |                   |   |
|-------------------|---|
| a) Up to (-) 10%  | No Add. Guarantee   |
| b) Below (-) 10 % | An amount equal to the cost difference between estimated cost and award value |

The Additional Guarantee is to be released after successful completion of work.

Additional Guarantee shall be submitted only in the form of Demand Draft/Banker cheque in favor of “Jamia Hamdard”. In case L-1 bidder denies to give the Additional performance guarantee, his bid will not be considered and his EMD will be forfeited and he will not be allowed to participate in retender.

10. Bidders should note that printed terms and conditions submitted by the bidders shall not be considered and shall not be considered as a part of contract.
11. Bidders are advised to give fully compliant bid meeting all terms of conditions stipulated in the bidding documents.
12. All bidders shall be required to certify that they would adhere to the fraud prevention policy of Jamia Hamdard and not indulge to fraudulent activities and immediately apprise the organisation of the fraud / suspected fraud as soon as it comes to their notice.

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## GENERAL INFORMATION

1.	Accepting Authority	Jamia Hamdard, Hamdard Nagar, New Delhi
2.	Earnest money	Rs. 50,000 (Rupees Fifty thousand only) to be furnished with the tender in the form of the DD / BG drawn on Indian scheduled bank.
3.	Security deposit	Security Deposit in the form of Retention Money shall be deducted from the VENDOR's running account bill at the rate of five percent (5%) of the bill amount till it reaches 5% of the total Awarded Tender value.
4.	Authority competent to grant extension of time	Jamia Hamdard, Hamdard Nagar, New Delhi
5.	Tools & plants	To be arranged by Vendor
6.	Defect Liability Period	Twelve months from the date of acceptance of completion by the Jamia Hamdard.
7.	Warranty certificate	All items supplied/Installed shall have a warranty of 5 yrs. from the date of takeover by Institute for any manufacturing/ workmanship defects
8.	Release of Security Deposit	The performance security shall be refunded to the vendor on completion of the Defect Liability Period.
9.	Authority Competent to Appoint Arbitrator	Jamia Hamdard, Hamdard Nagar, New Delhi

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## **SPECIAL CONDITIONS OF CONTRACT**

### **1 CONTRACT**

- 1.1 The Owner, Jamia Hamdard located Hamdard Nagar, Delhi has appointed M/s Creative Design Pvt. Ltd. Ghaziabad, U.P. (CCEPL) as their Project Management consultant (PMC) for renovation and upgradation of buildings.
- 1.2 The scope of work consists of Supply, installation and commissioning of the lab furniture works as specified in the Technical Specifications, BOQ and drawings. The entire work covered by this document shall be treated as Works Contract. Tenderer should quote for the work accordingly.
- 1.3 The rates quoted shall include all costs, allowances, applicable taxes and duties, octroi, excise, freight, royalties, water, electricity and miscellaneous expenses etc. or any other charges including any enhanced labour rates etc including applicable GST. Under no circumstances, the Employer/Owner shall compensate loss/cost differential arising during the currency of the contract to the VENDOR due to any increase in the cost of labour, materials, etc except as provided in the GCC under Contract Price Adjustment Clause.
- 1.4 If any new or additional taxes or duties or levies are imposed under a statute or law during the currency of the contract, the Employer on production of documentary evidence shall reimburse the same to the VENDOR.
- 1.5 The Tenderer should note that no conditions having any technical or financial implications should be put in the bid document while quoting for this work. Any or all tenders with conditions are liable to be rejected without assigning any reasons by the Employer/Owner.
- 1.6 In case of discrepancy between description of items in Schedule of Quantities and Special/General Conditions, then Schedule of Quantities will prevail.
- 1.7 All Composite items shall be carried out by the Agencies at the price of individual items involved in corresponding items, unless stated otherwise in the Bill of Quantities.
- 1.8 For any dispute arising out of this contract, the exclusive civil judicial jurisdiction will be at Delhi.

### **2 ROLES AND RESPONSIBILITIES**

#### **PMC Consultant – Creative Design PMC/Engineer In-charge & Engineers Pvt Ltd. (CCEPL)**

- 2.1 Site evaluation
- 2.2 Designing and detailing of entire project.
- 2.3 Interpretation of drawings and specifications.
- 2.4 Preparation and processing of tender documents.
- 2.5 Communication/ Coordination between VENDOR and the Employer/Owner.
- 2.6 Any Correspondence regarding the project should be made only with the PMC/Engineer In-Charge.

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### **3 PROJECT MANAGER**

- 3.1 Coordination with VENDOR and monitoring of procurement of materials,
- 3.2 Resolution of issues related to the project, on and off site.
- 3.3 Monitoring of timely completion of work including monthly progress, quality and billing.
- 3.4 Supervision and Management of the project. Instructions issued by the PMC/Engineer In-charge to the VENDOR shall be deemed to be that of the Engineer/ PMCs instructions in respect of:
  - a) Non approval/rejection of work due to bad workmanship, use of non- approved materials
  - b) Matters of urgency involving the safety or protection of persons and or property.
  - c) Progress of work.
- 3.5 Works under this contract shall be executed as per specification and workmanship as laid down in contract and as per the directions of the Project Manager. But such directions and instructions do not in any way absolve the VENDOR from his obligation to remedy any defects, which have been brought to the notice to the VENDOR by the PMC/Engineer In-charge or that may have existed at any stage of the work and detected later even after the same has been cleared by the PMC/Engineer In-charge.
- 3.6 Bills thus prepared, and approved by the PMC/Engineer In-charge shall be submitted to the Employer/Owner for Payment & further action.
- 3.7 The PM's decision shall be final with respect to the interpretation of drawings and specifications.
- 3.8 The Project Manager with prior approval of the Employer/Owner shall give
  - a) Approval of the variation/deviation.
  - b) Approval of the extra item rates.
  - c) Approval of the Extension of time.
- 3.9 Scheduling and organizing the activities relating to handing over the completed work.
- 3.10 PM's instructions on the safety, security and cost aspect of the project shall be final.
- 3.11 VENDOR shall follow all the safety provisions issued from government agencies/ authorities as applicable to works site as well as for activities outside the works site.
- 3.12 PM may instruct the VENDOR to increase/augment measures related to safety, efficiency & adequacy if he finds VENDOR's methods, materials or equipment unsafe, inefficient or inadequate for securing the safety of their workman and public, the quality of work or efficiency.
- 3.13 PM may decide any alterations in, omissions from, additions to the original specifications, drawings, design during the progress of work which shall be binding upon the VENDOR and shall not in any manner prejudice the contract.
- 3.14 The PM, subject to prior approval of the Owner/Employer, shall deal with the extension of stipulated date of completion in the proportion to the altered, additional or substituted work bears to original contract.

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#### **4 OWNER/EMPLOYER**

- 4.1 Furnishing design inputs/approvals to the PMC.
- 4.2 Help in resolution of the issues related to the project, on and off site.
- 4.3 Help ensuring steady cash flow and timely payments for completing the project.
- 4.4 Owner shall delegate authority to the PMC/Engineer In-charge to act as their Representatives.
- 4.5 Help with all supporting documents required at various stages of project for getting approvals & clearances from local bodies.

#### **5 VENDOR**

- 5.1 The VENDOR shall execute the work as per the provisions of the contract.
- 5.2 The VENDOR shall take full responsibility for the adequate stability and safety and security of the machinery and tools deployed at the site. Execute the work by coordinating with PMC/Engineer In-Charge, with best workmanship and sound practice as per specification and drawings.
- 5.3 Adhere to time lines strictly and avoid possible slippages.
- 5.4 Ensure all workers engaged on the work follow safety measures.
- 5.5 Coordinate with other agencies and settle issues amicably. Obtain all necessary approvals and clearances from statutory and concerned authorities/agencies.
- 5.6 Ensuring safe & hygienic practices at all work centres, create awareness and maintain the safety sense in the rank and file of contracting companies. Create and provide necessary provisions at the site for all staff and workmen.
- 5.7 The VENDOR shall set out the works and shall be responsible for true and perfect setting out of the same for proper position, levels, dimensions and alignment. The VENDOR shall check all their aspect during installation and correct the error if any at his own cost. He shall also maintain the baselines & benchmarks.
- 5.8 The VENDOR shall keep the site neat and clean at all times and follow good housekeeping practices. All debris and waste shall be removed from site periodically or as directed by PMC/Engineer In-charge.\

#### **5.9 WORKS TO BE CARRIED OUT UNDER DIRECTION OF PROJECT MANAGER**

- 5.9.1 Under this contract work shall be executed as per the directions of PMC/Engineer In-charge or their representative.
- 5.9.2 The VENDOR will closely co-ordinate and co-operate with other Agencies required to work on the structures to enable smooth working and timely completion of the project.

#### **6 BILL OF QUANTITIES (BOQ):**

- 6.1 A BOQ with probable quantities in respect of the work and specifications accompany these special conditions. The bill of probable quantities is liable to be operated by omissions or variations or additions at times, at the discretion of PM/Owner. Such variation in the quantities shall not, however,

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vitiate/prejudice the contract in any way whatsoever and VENDOR shall be paid for actual measured quantities of work executed by him at the rates given in the BOQ.

## **7 COMMENCEMENT OF WORK**

7.1 The work shall commence within 10 days of issue of the Notification of Award (NoA)/ Letter of Award (LoA).

## **8 DISPATCH OF MATERIALS**

8.1 Materials shall not be dispatched from the manufacturer's works or to the Site without clearance from the PMC/Engineer In-Charge or his Representatives and Engineer from Jamia Hamdard and the VENDOR shall seek permission for the same for such dispatch when necessary.

## **9 NON-OPERATION OF TENDER ITEMS**

9.1 The Owner reserves the right not to operate any item from the Schedule of Quantities without assigning any reasons. Nothing shall be payable to the VENDOR in such case.

## **10 WORK THROUGH OTHER AGENCY IN CASE OF DELAY:**

If because of the main VENDOR's defective workmanship or inordinate delay in completing particular item of work, any of the items in the scope of this tender are given to any other agency for execution, and if the agency claims extra amount due to extra work necessary to be done, all such extra amounts claimed, will be deducted from the main VENDOR. Or if, there are no dues to the main VENDOR, this amount will be deducted from the Security Deposits or Retention Money, and the same will be binding on the VENDOR.

## **11 SPECIFICATIONS:**

If specifications for an item of work are not covered by the CPWD Specifications/B.I.S. Specifications/attached/SEFA specifications prevailing as on date of tender, the same shall be decided by the Jamia Hamdard and PMC and shall be binding on the vendor.

The Jamia Hamdard shall have the power to insist upon the vendor to purchase and use such materials of particular approved make which may in his opinion be necessary for proper and reasonable compliance with the specifications and execution of work. In the event of any variation/discrepancy in the drawings, specification and tender documents the decision of the Jamia Hamdard shall be final binding and conclusive on the vendor.

11.1 As required by PMC/Engineer In-charge the vendor shall provide all facilities at site or at manufacturer's works or an approved laboratory for testing of materials and/or workmanship. All the expenditure in respect of this shall be borne by the vendor wherever applicable. The vendor shall, when required to do so by PMC/Engineer In-charge submit manufacturer's certificate that the materials have been tested in accordance with requirements of the specifications.

11.2 Neither the omission by PMC/Engineer In-charge to test the materials nor the production of manufacturer's certificate etc., as aforesaid shall affect the right of the PMC/Engineer In-charge to reject after delivery of the materials found not in accordance with the specifications.

## **12 TESTING OF MATERIAL**

12.1 As required by the PMC/Engineer In-Charge or his representative the vendor shall provide all facilities at site or at manufacturer's work or an approved laboratory for testing of materials and/or workmanship. All the expenditure in respect of this shall be borne by the vendor unless specified otherwise in the contract.

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The vendor shall when required to do so by the PMC/Engineer In-Charge, submit that the materials have been tested in accordance with requirements of the specifications.

- 12.2 Neither the omission by the PMC/Engineer In-Charge or his representative to test the materials nor the production of manufacture(s) certificate etc. as aforesaid shall affect the right of the PMC/Engineer In-Charge to reject, after delivery of the materials found not in accordance with the specifications.
- 12.3 The vendor shall prepare shop drawings of each discipline & get it approved from the Institute before the commencement of work. The vendor shall submit fabrication drawing in triplicate for obtaining preliminary approval of the PMC/Engineer In-Charge or his representative for all design drawings. One copy of these drawings duly corrected and signed wherever necessary by PMC/Engineer In-Charge, will be returned to the vendor for preparing and resubmitting drawings after incorporating the said corrections again in triplicate for final approval. Along with the completion and approval of fabrication drawing, the vendor shall also submit the materials list, for checking and approval to the PMC/Engineer In-Charge. No drawing shall be approved finally without material list. Once the drawing is finally approved, no request for any alternative section will be entertained. The vendor shall also submit to PMC/Engineer In-Charge 5 prints of all approved drawings. The vendor shall also submit 4 copies of design calculations for the designs of joints. All joints shall be designed for full strength of members, unless otherwise specified. Approval of fabrication drawings however will not absolve the vendor of his responsibility for the safety and correctness of the fabrication.

### **13 VENDOR TO BE LIABLE FOR ALL TAXES ETC.**

The rates specified in the tender shall be inclusive of sales taxes, service tax, toll, Customs fees, octroi, royalty etc. or any other taxes. However, if any fresh taxes are imposed by State/Central/Statuary bodies during the currency of contract, the same shall be borne by JAMIA HAMDARD.

### **14 APPROVAL OF SAMPLES**

After qualifying the technical & financial bid, the vendor shall arrange and manufacture relevant samples at his own cost of each item of work within 10 days of communication in this regard by PMC/Engineer In-Charge. These samples to be tested against the technical specifications such as thickness of G.I. Sheet, powder coating thickness, etc. These samples will be sealed by the PMC/Engineer In-Charge in the presence of the vendor, if he so desires and shall remain in the custody of the PMC/Engineer In-Charge for reference and comparison till the completion of work.

### **15 JURISDICTION**

Not with standing any other courts having jurisdiction to decide the questions forming subject matter of a suit any and all actions and proceedings arising out of or relative to this contract (including any arbitration in terms thereof) shall lie only in the court of competent Civil jurisdiction in this behalf at Delhi., where this contract is to be signed on behalf of Jamia Hamdard and only the said court shall have jurisdiction to try any such actions and/or proceedings to the exclusion of all other courts.

### **16 SCOPE OF WORK**

The scope of work is as per enclosed preliminary drawings. The vendor should note that during the preparation of detailed working drawings, according to which the vendor has to execute the work covered under this contract, may undergo changes. The scope drawings for the entire work are not enclosed, but only a few indicating the probable nature of fabrication are attached. The scope of work is thus not limited only to the drawings attached. All aspects of design, manufacture, supply, installation including site alignment, testing and commissioning of furniture and also services such as water supply, gas connections, drainage, electrical wiring and outlets etc., are deemed to be part of the contract.

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Scopes also includes the following:

- 16.1 Submission of shop drawings and sample of each type of furniture after award of contract for JAMIA HAMDARD approval. Manufacturing shall be strictly as per approved drawings/samples and specifications.
- 16.2 In addition to the cost of all labour and materials as per general scope outlined above, all incidental charges such as loading shop, freight and transit charges form work shop to site, transit/storage insurance charges, all duties and taxes like excise duty, sales tax work tax, octroi etc. are deemed to be included in the contract.
- 16.3 Deviations, if any, in commercial or technical specifications, offered by the tenderers shall be clearly brought out in the tender failing which it shall be assumed that tender specifications are acceptable to the tenderer in Toto.

Covered lockable storage space at work site. However, the responsibility for security and safe custody of all items covered in this contract shall be the vendor's till the furniture is satisfactorily installed, commissioned and taken over by JAMIA HAMDARD.

Electric supply and water, if any, required for installation and testing of the furniture/service system shall be arranged by the tenderer and nothing extra will be paid.

## **17 FORCE MAJEURE**

The Vendor shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

- 17.1 For purposes of this Clause, "Force Majeure" means an event beyond the control of the Vendor and not involving the Vendor's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Owner either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 17.2 If a Force Majeure situation arises, the Vendor shall promptly notify the Owner in writing of such conditions and the cause thereof. Unless otherwise directed by the Owner in writing, the Vendor shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

## **18 RISK PURCHASE CLAUSE**

In event of failure of supply of the item/equipment within the stipulated delivery schedule, the Owner has all the right to purchase the item/equipment from the other source on the total risk of the vendor under risk purchase clause.

## **19 PACKING INSTRUCTIONS**

Each package will be marked on three sides with proper paint/indelible ink, the following:

- 19.1 Item Nomenclature
- 19.2 Order/Contract No.
- 19.3 Country of Origin of Goods

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- 19.4 Vendor's Name and Address
- 19.5 Consignee details
- 19.6 Packing list reference number

## **20 DELIVERY AND DOCUMENTS**

Delivery of the goods should be made within a maximum period mentioned at the 'SCHEDULE' from the date of placement of purchase order. Within 24 hours of shipment, the vendor shall notify the Owner and the insurance company by cable/telex/fax/e mail the full details of the shipment including contract number, railway receipt number/ AAP etc. and date, description of goods, quantity, name of the consignee, invoice etc. The vendor shall mail the following documents to the Owner with a copy to the insurance company:

- 20.1 4 Copies of the Vendor invoice showing contract number, goods' description, quantity
- 20.2 unit price, total amount;
- 20.3 Insurance Certificate if applicable;
- 20.4 Manufacturer's/Vendor's warranty certificate;
- 20.5 Inspection Certificate issued by the nominated inspection agency, if any
- 20.6 Vendor's factory inspection report; and
- 20.7 Certificate of Origin (if possible, by the beneficiary);
- 20.8 Two copies of the packing list identifying the contents of each package.
- 20.9 The above documents should be received by the Owner before arrival of the Goods (except where the Goods have been delivered directly to the Consignee with all documents) and, if not received, the Vendor will be responsible for any consequent expenses.

## **21 LIQUIDATED DAMAGE (L.D.)**

If a vendor fails to execute the order in time as per the terms and conditions stipulated therein, it will be open to the Owner to recover liquidated damages for delay in delivery and installation from the vendor at the rate 0.5% of the value of the order per week subject to a maximum of 10% of the total order value. The L.D charges can be increased in case of gross violation of the Purchase Order terms as decided by the Director of the Institute.

## **22 PRICES**

The price should be quoted in BoQ format only. The offer/bid should be exclusive of taxes and duties, which will be paid by the Owner as applicable. However, the percentage of taxes & duties shall be clearly indicated.

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## **23 PROGRESS OF SUPPLY AND INSTALLATION**

Wherever applicable, vendor shall regularly intimate progress of supply, in writing, to the Owner as under:

- 23.1 Quantity offered for inspection and date;
- 23.2 Quantity accepted/rejected by inspecting agency and date;
- 23.3 Quantity dispatched/delivered to consignees and date;
- 23.4 Quantity where incidental services have been satisfactorily completed with date;
- 23.5 Quantity where rectification/repair/replacement effected/completed on receipt of any communication from consignee/Owner with date;
- 23.6 Date of completion of entire Contract including incidental services, if any; and
- 23.7 Date of receipt of entire payments under the Contract (In case of stage-wise inspection, details required may also be specified).

## **24 RESOLUTION OF DISPUTES**

- 24.1 The dispute resolution mechanism would be as follows:
- 24.2 In case of Dispute or difference arising between the Owner and a domestic vendor relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Jamia Hamdard and if he is unable or unwilling to act, the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.
- 24.3 In the case of a dispute between the Owner and a Foreign Vendor, the dispute shall be settled by arbitration in accordance with provision of sub-clause (i) above. But if this is not acceptable to the vendor then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules.
- 24.4 The venue of the arbitration shall be the place from where the order is issued.

## **25 THE PLACE OF JURISDICTION WOULD BE DELHI.**

## **26 RIGHT TO USE DEFECTIVE GOODS**

Right to Use Defective Goods If after delivery, acceptance and installation and within the guarantee and warranty period, the operation or use of the goods proves to be unsatisfactory, the Owner shall have the right to continue to operate or use such goods until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the Owner's operation.

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## **27 TRANSFER AND SUBLETTING**

The vendor shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Owner.

## **28 VENDOR INTEGRITY**

The Vendor is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract.

## **29 INSTALLATION AND DEMONSTRATION**

The vendor is required to do the installation and demonstration of the equipment within two weeks of the arrival of materials at the Jamia Hamdard, site of installation, otherwise the penalty clause will be the same as per the supply of materials.

In case of any damage to equipment and supplies during the carriage of supplies from the origin of equipment to the installation site, the vendor has to replace it with new equipment/supplies immediately at his own risk. Vendor will settle his claim with the insurance company as per his convenience. Jamia Hamdard will not be liable to any type of losses in any form.

## **30 INSURANCE (if applicable)**

For delivery of goods at the Owner's premises (JAMIA HAMDARD), the insurance shall be obtained by the vendor from "warehouse to warehouse" (final destinations) on "All Risks" basis including War Risks and Strikes. The insurance shall be valid for a period of not less than 3 months after installation and commissioning.

## **31 WARRANTY**

- 31.1 Warranty period shall be (as stated at "Schedule "of this tender) from date of installation of Goods and acceptance at Jamia Hamdard. The Vendor shall, in addition, comply with the performance and/or consumption guarantees specified under the contract. If for reasons attributable to the Vendor, these guarantees are not attained in whole or in part, the Vendor shall at its discretion make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests. The warranty should be comprehensive on site.
- 31.2 The Owner shall promptly notify the Vendor in writing of any claims arising under this warranty. Upon receipt of such notice, the Vendor shall arrange to repair or replace the defective goods or parts within 3 days free of cost in Jamia Hamdard. The Vendor shall take over the replaced parts/goods at the time of their replacement. No claim whatsoever shall lie on the Owner for the replaced parts/goods thereafter. The period for correction of defects in the warranty period is 03 days. If the vendor having been notified fails to remedy the defects within 03 days, the Owner may proceed to take such remedial action as may be necessary, at the vendor's risk and expenses and without prejudice to any other rights, which the Owner may have against the vendor under the contract.
- 31.3 The warranty period should be clearly mentioned. The maintenance charges (AMC) under different schemes after the expiry of the warranty should also be mentioned. The comprehensive warranty will commence from the date of the satisfactory installation/commissioning of the equipment against the defect of any manufacturing, workmanship and poor quality of the components.

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## **32 TAXES**

Vendors shall be entirely responsible for all taxes, duties, license fees, octroy, road permits, etc., incurred until delivery of the contracted Goods to the Owner. However, GST in respect of the transaction between the Owner and the Vendor shall be payable extra, if so stipulated in the order.

## **33 BILLING AND PAYMENTS**

- 33.1 The VENDOR shall submit the bill on the basis of supply and further on the basis of its installation and commissioning for the material being delivered at site. On the certificate of the PMC/Engineer In-charge the amount due to him on account of the value of the permanent work executed as mentioned in the bill submitted subject to a retention of the percentage named in the Tender until the amount retained shall reach the "Limit of Retention Money" named in the Tender.
- 33.2 Payment shall be on the basis of supply/delivery of the furniture and further its installation and commissioning of the same furniture.
- 33.3 50% of the payment against the bill amount against the supply and the rest 50% will be considered in two stages – 25% after 75% material installation and rest 25% after complete installation and commissioning.
- 33.4 Extra item of work and rates shall be either as derived from the Tender items or from analysis of rates quoted by the vendor.
- 33.5 Vouchers and/or Challans for various materials required for the works shall be produced to the PMC/Engineer In-charge on demand.
- 33.6 Final bill shall be paid as per the provisions of contract after final certification and after completion of all works as per drawings, BOQ, specifications & instructions of PMC/Engineer In-charge and on testing / commissioning / guarantee.
- 33.7 Deductions from payments: TDS as per govt. guidelines and 0.25% for JHRW.

## **34 MOBILISATION ADVANCE**

The Owner shall at the request of vendor, pay to the Vendor a Mobilisation Advance of 10% of the contract value, against Bank Guarantee of an equivalent amount from a Nationalised/Scheduled Bank as per approved format and the advance shall be recovered from the work Running Account bills of the Contractor. It shall be recovered from second running bill of and shall be fully recovered by 80% of work completion. Interest at the rate of 2% per annum over SBI lending rates shall be deducted for the advance amount.

## **35 PAYMENT OF INTERIM BILLS**

- 35.1 Interim on account payments will be made periodically from time to time, against the value of work done. Payment will be made on receiving Interim Certificate for payment from the PMC/Engineer In-charge up to the amount approved or passed by the PM, whose certificate of such approval of the sum as payable shall be binding on both the parties. The VENDOR shall be responsible for furnishing all necessary documentation against the bill items as required by the PM, recorded jointly or otherwise, as directed by the PM, to enable certification of amounts payable. However, all such Interim payments shall be regarded as payments by way of advance against the final payment only, and not preclude the requirement that bad, unsound and imperfect or unskilful work be removed and taken away and reconstructed or re - erected, nor shall it conclude, determine or affect in any way the power of the PMC/Engineer In-charge as to the final settlement and adjustment of the accounts or otherwise, or in any way vary or affect the contract.
- 35.2 PMC certified VENDOR bill shall be submitted against the items delivered in 3 stages – one is against the supply of items which would be 50% of the amount of bill (items delivered) and then another 25% after

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installation of 75% items/furniture (second bill) and rest 25% after complete installation and commissioning of the same furniture (third bill).

- 35.3 The bill against the supply (50% amount of bill) shall be released within 2-3 days of bill submission and another 25% amount of bill against the 75% installation shall be released within 7-10 calendar days from the date of submission and rest 25% amount of bill against the complete installation and commissioning shall be released within 10-12 calendar days from the date of submission. The time period will be counted after PMC/Engineer In-Charge approve the bill submitted by the VENDOR.

### **36 FINAL BILL**

- 36.1 The VENDOR shall submit within 30 days of Final completion of the work the Final Bill for the works carried out along with all the necessary supporting measurements as required by the PMC/Engineer In-charge. In case the VENDOR fails to do so, the PM's certificates of the measurements and of the total amount payable for the work accordingly, shall be final and binding on all parties. The final bill shall be processed after complete testing and valuation within 3 months from the submission of the Bill.
- 36.2 The VENDOR or their representative shall accompany PM, the Owner or their representatives when required to do so and assist in documenting and shall agree to the documentation against the items in BoQ.
- 36.3 If the VENDOR fails to accompany any person that has been duly authorized by PMC/Engineer In-charge for the documentation, he shall be bound by documentation recorded by PMC/Engineer In-charge or his representative.

### **37 COMPENSATION**

- 37.1 No compensation for alteration in or restriction of work to be carried out.
- 37.2 If the VENDOR is required to carry out additional works/items during the tenure of this contract, as instructed by PMC/Engineer In-charge in writing, he shall carry out the same at his quoted prices of items and will not be entitled to any extra claim on this account.

### **38 PERFORAMCE GUARANTEE**

- 38.1 VENDOR shall submit Performance Guarantee equivalent to 3% of the accepted value of the tender valid till project completion. It shall be submitted within 28 days from acceptance of work Order, and an extension of 7 days to be granted on request upon showing a valid reason. The bidder shall furnish PBG in form of Bank Guarantee from National Banks/Scheduled as per proforma included in the tender document. The amount of EMD would be adjusted from the total amount of Performance Guarantee.

### **39 RETENTION MONEY**

- 39.1 Security Deposit in the form of Retention Money shall be deducted from the VENDOR's running account bill at the rate of five percent (5%) of the each bill amount till it reaches 5% of the total Awarded Tender value.
- 39.2 The Retention money shall not bear any interest. All compensation or other sums of money due to be payable by the VENDOR to the Employer under the terms of this contract may be deducted from his security deposit and the VENDOR shall have no objection for the same.
- 39.3 The Retention money shall be released as follows: 50% after Virtual Completion (i.e., certificate of virtual completion from PM) and balance 50% after successful completion of Defect Liability Period starting from the date of handover/site possession upto 1 year. The balance 50% amount to be released against the BG of validity 1 year submitted by the VENDOR.

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#### **40 MANUAL AND DRAWINGS**

- 40.1 Before the goods and equipment are taken over by the Owner, the Vendor shall supply operation and maintenance manuals. These shall be in such details as will enable the Owner to operate, maintain, adjust and repair all parts of the works as stated in the specifications.
- 40.2 The Manuals shall be in the ruling language (English) in such form and numbers as stated in the contract.
- 40.3 Unless and otherwise agreed, the goods equipment shall not be considered to be completed for the purposes of taking over until such manuals and drawing have been supplied to the Owner.

#### **41 APPLICATION SPECIALIST**

The Tenderer should mention in the Techno-Commercial bid the availability and names of Application Specialist and Service Engineers in the nearest regional office. (Ref. to Annexure- E).

#### **42 SITE PREPARATION**

The vendor shall inform to the Institute about the site preparation, if any, needed for the installation of equipment, immediately after the receipt of the purchase order. The vendor must provide complete details regarding space and all the other infrastructural requirements needed for the equipment, which the Institute should arrange before the arrival of the equipment to ensure its timely installation and smooth operation thereafter. The vendor may visit the Institute and see the site where the equipment is to be installed and may offer his advice and render assistance to the Institute in the preparation of the site and other pre- installation requirements.

#### **43 SPARE PARTS**

The Vendor may be required to provide any or all of the following materials, notifications, and Information pertaining to spare parts manufactured or distributed by the Vendor. Such spare parts as the Owner may elect to purchase from the Vendor, providing that this election shall not relieve the Vendor of any warranty obligations under the Contract; and In the event of termination of production of the spare parts; Advance notification to the Owner of the pending termination, in sufficient time to permit the Owner to procure needed requirements, furnishing at no cost to the Owner, the blueprints, drawings and specifications of the spare parts, if requested. Vendor shall carry sufficient inventories to assure ex-stock supply of consumable spares. Other spare parts and components shall be supplied as promptly as possible but in any case, within six months of placement of order.

#### **44 DEFECTIVE EQUIPMENT**

If any of the equipment supplied by the Vendor is found to be substandard, refurbished, un-merchantable or not in accordance with the description/specification or otherwise faulty, the committee will have the right to reject the equipment or its part. The prices of such equipment shall be refunded by the Vendor with 18% interest if such payments for such equipment have already been made. All damaged or unapproved goods shall be returned at sup- pliers cost and risk and the incidental expenses incurred thereon shall be recovered from the sup- plier. Defective part in equipment, if found before installation and/or during warranty period, shall be replaced within 7 days on receipt of the intimation from this office at the cost and risk of sup- plier including all other charges. In case vendor fails to replace above item as per above terms & conditions, Jamia Hamdard may consider "Banning" the vendor.

#### **45 TERMINATION FOR DEFAULT**

- 45.1 The Owner may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Vendor, terminate the Contract in whole or part:

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- a) If the Vendor fails to deliver any or all of the Goods within the period(s) specified in the order, or within any extension thereof granted by the Owner; or
- b) If the Vendor fails to perform any other obligation(s) under the Contract.
- c) If the Vendor, in the judgment of the Owner has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

45.2 For the purpose of this Clause:

- a) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- b) "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Tenderer (prior to or after bid submission) designed to establish bid prices at artificial non- competitive levels and to deprive the Borrower of the benefits of free and open competition;"

45.3 In the event the Owner terminates the Contract in whole or in part, the Owner may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Vendor shall be liable to the Owner for any excess costs for such similar Goods or Services. However, the Vendor shall continue the performance of the Contract to the extent not terminated.

#### **46 DOWNTIME**

During the warranty period, not more than 1% downtime will be permissible. For every day exceeding permissible downtime, penalty of 1/365 of the 1% contract value will be imposed. Downtime will be counted from the date and time of the filing of complaint with in the business hours. Vendor should clearly mention about their service set up in India (preferably in Northern part of India) for prompt service support. The manufacturer and/or their Indian representative must have at least three qualified and factory trained service engineer in India to be able to attend to service at Jamia Hamdard within 48 hours on submitting a complaint. Training certificates from the manufacturer have to be provided with the tender. During the warranty period, only factory trained and certified engineers are acceptable to attend the service. In case the Equipment / System remains non-operational for more than 5 days then warranty period will be extended for the equivalent period for which Equipment /System remained non-operational. Warranty extension in such case shall be done without prejudice to any other Term & condition of the contract. Jamia Hamdard would like to enter in service agreement through which Jamia Hamdard will receive re- placement of defective spares/part (if any, that are not covered under warranty) immediately so as to minimize the down time. Order, if any, required to be placed for such spares/parts will be done by Jamia Hamdard in due course of time.

#### **47 TRAINING OF PERSONNEL (IF APPLICABLE)**

The vendor shall be required to undertake to provide the technical training to the personnel involved in the use of the equipment at the Institute premises, immediately after completing the installation of the equipment if applicable.

#### **48 COMPLIANCY CERTIFICATE**

This certificate must be provided indicating conformity to the technical specifications. (Annexure-F).

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## **49 GENUINE PRICING**

Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this particular item has been sold. Copy of the latest price list for the quoted item, applicable in India, must be enclosed with the offer (particularly to Universities/Institutes and other Government Organization).

## **50 ADVERTISEMENTS AND PUBLICATIONS**

- 50.1 The VENDOR, without the consent in writing of the PM/ Engineer In-charge, or in conjunction with any other person, shall not publish any articles, photographs or other illustrations relating to the works.
- 50.2 The VENDOR shall not affix or place any placards or advertisements of any description or permit the same to be affixed or placed in or upon hoarding gantry building, or structure other than that approved in advance by the PMC/Engineer In-charge.

## **51 TIME SCHEDULE AND WORK PROGRAM**

- 51.1 After the work is awarded, the VENDOR shall prepare and submit a detailed Bar chart, for approval by PMC/Engineer In-charge. This time schedule after approval shall form a part of the contract and the work shall be carded out in all respects as per this Bar chart.
- 51.2 Time is the essence of this contract. The VENDOR shall properly assess his capabilities and fully satisfy himself before start of work that he will be able to adhere to the specified time schedule.

If the VENDOR apprehends any delay in execution of work due to drawings and approvals required, he shall immediately advise PMC/Engineer In-charge in writing. The temporary stoppage, if any, not attributable to the VENDOR shall be considered by the PMC/Engineer In-charge while considering extension of stipulated date of completion.

- 51.3 The whole of the work including all extras and additional items if any, when ordered are required to be completed in the time stipulated in the contract. The VENDOR will be required, if necessary, to work in additional shifts in order to complete all works by the stipulated date.
- 51.4 The whole of the work must be executed at all levels and by such time as directed by PMC/Engineer In-charge.
- 51.5 No work shall be done on Sundays & holidays without the sanction in writing of the PMC/Engineer In-charge.

## **52 PROGRESS EVALUATION AND REVIEW**

- 52.1 The VENDOR has to adhere to the interconnected time schedules as specified by PMC/Engineer In-charge. The VENDOR shall submit his offer taking into account the programme as specified above. The criticality shall be reviewed periodically in consultation with PMC/Engineer In-charge. The time scheduling of the activities shall be so done by stipulated stage-wise and total completion time, agreed at the time of award of work.

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- 52.2 The Agencies shall plan well in advance and shall arrange adequate resources in time to adhere to the time schedule at each stage and this adherence will be a part of the VENDOR's performance under the contract.
- 52.3 The work shall be executed as per the programme approved by PMC/Engineer In-charge. The Owner or his authorized representative and the PMC/Engineer In-charge shall review progress of work in every 15 days period or as required.

**53 DEFECTS LIABILITY PERIOD**

- 53.1 The Defects Liability period is 12 months after the date of virtual completion as may be certified by Project Manager/ Engineer in Charge.

**FORM OF AGREEMENT:**

ARTICLES OF AGREEMENT made this ..... day of ..... Two Thousand Twenty Two Between Jamia Hamdard incorporated under the Act and having its Head office at Hamdard Nagar, New Delhi (hereinafter referred to as the "Employer/Owner" which expression shall, unless excluded by or repugnant to the context, includes its successors and assigns) of the ONE PART and ..... of hereinafter referred to as the "Vendor", which expression shall, unless excluded by or repugnant to the context, include his successors and assign) of the OTHER PART.

WHEREAS the Employer intends to install Lab furniture and General furniture in Science Building at Jamia Hamdard, Hamdard Nagar, New Delhi (hereinafter referred to as the "project").

AND WHEREAS the Employer in order to effectively carry out the said works has engaged

M/s. Creative Design and Engineers Pvt. Ltd., (hereinafter referred to as "PMC") to prepare plans, drawings and specifications, describing the works to be executed for vendors, namely, supply, installation and commissioning of Lab furniture and General Furniture, for the project, to open tenders received at the office of the Employer, to scrutinize and recommend to the Employer the name(s) of the vendor(s) from whom tenders were received and recommend to the Employer for the issue of work order to the vendor.

AND WHEREAS for the purpose of the said project, the Employer invited sealed tenders from experienced, resourceful and bonafide vendors vide his Notice Inviting Tender (No.....date.....)

WHEREAS the vendor submitted his Tender along with the Tender Documents containing General Notes, General condition of Contract, Special conditions, Technical Specifications, Schedule of Quantities etc. for the works, prepared with the assistance of the PMC/Engineer In-charge, (hereinafter collectively referred to as the "said conditions"), duly signed on each page as a token of his acceptance of the same, along with requisite Earnest Money Deposit of Rs..... (copy enclosed)

AND WHEREAS out of the Tenders received, the Tender of the Vendor was found to be most suitable for the project.

AND WHEREAS the Owner/PMC has accordingly issued the work order (No.\_\_\_\_\_ dt.\_\_\_\_\_) to the Vendor subject to his furnishing the requisite Security Deposit (copy enclosed).

AND WHEREAS the Vendor has accepted the aforesaid work order vide his letter of acceptance No. \_\_\_\_\_ dt. \_\_\_\_\_ (copy enclosed) and has also deposited with the Employer as sum of Rs. \_\_\_\_\_ which with the Earnest Money of Rs. \_\_\_\_\_ previously deposited (in the form of

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DD/BG/FD), in all Rs. \_\_\_\_\_, from the Performance bank guarantee @ 3% of the accepted Tender value of Rs. \_\_\_\_\_ (in the form of BG) AND WHEREAS the Employer has created the plans, drawings, specifications, schedule of quantities etc. relating to the project at the work site at \_\_\_\_\_ to be issued to the Vendor.

Now, therefore it is hereby agreed to and between the parties as follows:

**1. Contract Documents:**

The following documents shall constitute the Contract Documents:

- a) This Articles of Agreement
- b) Tender submitted by the Vendor including the N.I.T. and the Tender Documents.
- c) All correspondence between Jamia Hamdard/PMC and the Vendor from the date of issue of N.I.T. and date of \_\_\_\_\_ issue of work order.
- d) Work order no. \_\_\_\_\_ dt. \_\_\_\_\_
- e) Letter of Acceptance of the work order by the Vendor

2. In consideration of the payments to be made to the vendor as hereinafter provided the vendor shall upon and subject to the said conditions, execute and complete the contracted works shown upon the said Drawings etc. and such further detailed drawing as may be furnished to the vendor by the said Owner Employer through the PMC and described in the said Specifications and the said schedule of Quantities.

3. Notwithstanding what are stated in the N.I.T. conditions of Tendering Conditions of Contract and herein before stated the Employer through the PMC reserves to itself the right of altering the drawings and nature of the work and of addition to or omitting any items of work or of having portions of the same carried out departmentally or otherwise and such alteration or variations shall be carried out without prejudice to this contract.

4. As mentioned in Article I above, the said conditions shall be read and be treated as forming part of this Agreement and be hereto will respectively be bound thereby and to abide by and submit themselves to the conditions and stipulations' and perform the same on their parts to be respectively observed and preferred.

5. Any dispute arising under this Agreement shall be referred to the Arbitration in a manner specified in the General conditions of Contract and all legal disputes shall limited within the territorial jurisdiction of the High Court of New Delhi the district court thereof at New Delhi. The decision of the arbitration shall be final and binding on both the parties.

IT WITNESS WHEREOF THE PARTIES to these present have hereunto set and subscribed their hand the day,

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month and year first above written.

Signed and delivered for and

On behalf of Jamia Hamdard

by

Shri \_\_\_\_\_

Its duly authorized official \_\_\_\_\_

In the presence of-

1. (Name & Address) \_\_\_\_\_

2. (Name & Address) \_\_\_\_\_

Signed and delivered for and

On behalf of the vendor

\_\_\_\_\_ by

Sri \_\_\_\_\_

His duly authorized official \_\_\_\_\_

1. (Name & Address) \_\_\_\_\_

2. (Name & Address) \_\_\_\_\_

Seal & Signature of the Tenderer

**PROFORMA FOR LETTER OF UNDERTAKING**

***(TO BE EXECUTED ON NON-JUDICIAL STAMP PAPER OF Rs. 100/- AND SUBMITTED BY THE TENDERER ALONGWITH HIS TENDER IN A SEPARATE COVER ALONGWITH THE EARNEST MONEY)***

To,

**JAMIA HAMDARD**  
HAMDARD NAGAR  
NEW DELHI – 62

Dear Sir,

1.0 I / We have read and examined the following bid documents relating to the \_\_\_\_\_  
\_\_\_\_\_ (Full Scope of work).

1.1 Notice inviting Tender : \_\_\_\_\_ Dt. \_\_\_ / \_\_\_ / \_\_\_ .

1.2 Conditions of Contract for Lab Furniture and General Furniture works containing sections Notice inviting Tender for furniture works/ General Terms and Conditions for other works

1.3 Special conditions of Contract along-with Annexure(s).

1.4 Drawings

1.5 Technical Specifications.

I/ We hereby submit our tender and undertake to keep our tender valid for a period of 60 days from the date of opening of tenders i.e. up-to -----. I/We hereby declare that no deviation is taken by us. In case any deviation is found to be taken by us then our bid may be rejected. I/We shall not vary/ alter or revoke my/ our tender during the validity period of tender. This undertaking is in consideration of UPL agreeing to open my/ our tender, consider and evaluate the same for the purpose of award in terms of provisions of tender documents. Should this tender be accepted, I/ We also agree to abide by fulfil and comply with all the terms and conditions and provisions of the above mentioned tender documents.

That we authorized signatory of M/s....., a sole proprietor/partnership firm/company, do hereby declare and undertake that we are participating in this proposal in the name of aforesaid proprietorship/partnership firm/company and our no other proprietorship/ partnership firm / company is participating in this contract.

That it is also declared and undertaken that this proposal is made without any connection with any other person/ proprietorship / partnership firm / company other than mentioned above nor any other person / proprietorship / partnership firm /company have any interest in this proposal or in the contract to be entered onto, if award is made to us.

That it is further declared and undertaken that this proposal is made in good faith, without any collusion or fraud.

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

Seal & Signature of the Tenderer

**Signature along with seal of the Company**

-----

(Duly authorised to sign the tender on  
behalf of the Tenderer)

Name:

Designation:

Name of Company (BLOCK LETTERS)

**WITNESS :**

Signature :

Postal Address:

Date :

Name &Address:

Telegraphic Address:

E-mail Address:

**Proforma for Earnest Money (Bank Guarantee)**

**REGISTRAR,  
JAMIA HAMDARD  
NEW DELHI – 110062**

In consideration of the JAMIA HAMDARD (hereinafter called “JAMIA HAMDARD”) having offered to accept the terms and conditions of the proposed agreement between **JAMIA HAMDARD** and \_\_\_\_\_ (hereinafter called “the said Vendor(s)”) for the work \_\_\_\_\_ (hereinafter called “the said agreement”) having agreed to production of an irrevocable Bank Guarantee for **Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only)** as a security/guarantee from the vendor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We, \_\_\_\_\_ (hereinafter referred to as “the Bank”) hereby undertake to pay to the JAMIA HAMDARD an amount not exceeding **Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only)** on demand by the JAMIA HAMDARD.
2. We, \_\_\_\_\_ (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the JAMIA HAMDARD stating that the amount claimed as required to meet the recoveries due or likely to be due from the said vendor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding **Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only)**.
3. We, the said bank further undertake to pay the JAMIA HAMDARD any money so demanded notwithstanding any dispute or disputes raised by the vendor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.  
The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Vendor(s) shall have no claim against us for making such payment.
4. We, \_\_\_\_\_ (indicate the name of 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 agreement and that it shall continue to be enforceable till all the dues of the JAMIA HAMDARD under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Secretary JAMIA HAMDARD on behalf of the JAMIA HAMDARD certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Vendor(s) and accordingly discharges this guarantee.
5. We, \_\_\_\_\_ (indicate the name of the Bank) further agree with the JAMIA HAMDARD that the JAMIA HAMDARD shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Vendor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the JAMIA HAMDARD against the said vendor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Vendor(s) or for any forbearance, act of omission on the part of the JAMIA HAMDARD or any indulgence by the JAMIA HAMDARD to the said Vendor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

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6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Vendor(s).
7. We, \_\_\_\_\_ (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the JAMIA HAMDARD in writing.
8. This guarantee shall be valid up to \_\_\_\_\_ unless extended on demand by the JAMIA HAMDARD.

Notwithstanding anything mentioned above, our liability against this guarantee is restricted to **Rs.** \_\_\_\_\_/- (**Rupees** \_\_\_\_\_ **only**) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Dated the \_\_\_ day of \_\_\_\_\_, 20\_\_ for \_\_\_\_\_ (indicate the name of the Bank)

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**Proforma for Performance Bank Guarantee**

**The Registrar  
Jamia Hamdard University  
Hamdard Nagar,  
New Delhi**

**B. G. No. ....  
B. G. Date. ....  
B. G. Amount Rs.....  
B. G. Exp. Date.....**

In consideration of the Jamia Hamdard University having offered to accept the terms and conditions of the proposed agreement between **Registrar JHU** and ....., ..... for the work ..... (hereinafter called "the said agreement") having agreed to production of an irrevocable Bank Guarantee for **Rs ...../-** (Rupees ..... Only) as a security/guarantee from the vendor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We, ..... **Bank** Branch Office at ..... hereby undertake to pay to the JHU an amount not exceeding **Rs ...../-** (Rupees .....Only) on demand by the JHU.
2. We, ..... **Bank** Branch Office at ..... do hereby undertake to pay the amount due and payable under this guarantee without any demure, merely on a demand from the JHU starting that the amount claimed as required to meet the recoveries due or likely to be due from the said vendor(S). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding **Rs ...../-** (Rupees ..... Only)
3. We, the said bank further undertake to pay the JHU any money so demanded notwithstanding any dispute or dispute raised by the vendor(S) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

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

4. We, ..... **Bank** Branch Office at ..... 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 agreement and that it shall continue to be enforceable till all the dues of the JHU under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Secretary JHU on behalf of the JHU certified that the terms and conditions of the said agreement have been fully and property carried out by the said Vendor(S) and accordingly discharges this guarantee.
5. We, ..... **Bank** Branch Office at ----- further agree with the JHU that the JHU shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend

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time of performance by the said Vendor(s) from time to time or to postpone for any time or time to time any of the powers exercisable by the JHU against the said vendor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Vendor(s) or for any forbearance, act of omission on the part of the JHU or any indulgence by the JHU to the said Vendor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due up-to change in the constitution of the Bank or the Vendor(s).
7. We ..... Bank lastly undertake not to revoke this guarantee except with the previous consent of the JHU in writing.
8. This guarantee shall be valid to ..... (Date) unless extended on demand by the JHU.

**NotWithStanding** anything contained herein above:

- I. Our liability under this guarantee shall not exceed **Rs** -----/- (Rupees ----- Only).
- II. This Bank Guarantee shall be valid upto -----.
- III. The Bank is liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before -----

Dated the ----- day of -----2022 for ..... **Bank.**

**CHECKLIST****To be submitted along with the bid**

The tenderers are requested to ensure the submission of the essential documents to avoid disqualification of the bid. However, the check list is not exhaustive and the tenderer are requested to go through the NIT & related documents carefully and completely for fulfilments of tenderers requirement.

S. No.	Enclosures	Submitted
1.	Copies of valid registration certificate	
2.	Cost of tender documents (non-refundable) in form of DD in favour of Jamia Hamdard	
3.	EMD in form of DD/BG in favour of Jamia Hamdard.	
4.	List of Similar Work orders, Copies of completion and performance certificates (duly attested) for similar scope of works.	
5.	Average annual turn-over of last three financial years should be 50.0 Lakhs with certificate from practicing Chartered Accountant.	
6.	Ensure signature with stamp on all pages of tender documents.	
7.	Bank account details along with Bankers Certificate for credit worthiness not less than 10 lakhs.	
8.	Copies of valid PAN, PF, ESI, GSTN, WCT if applicable.	
9.	Copies of IT return acknowledgement for last three financial years.	
10.	Copies of Certifications and memberships as mentioned.	
11.	E-mail address	
12.	Address for communication	
13.	Contact details such as phone number, mobile no., landline no.	

Signature of Tenderer

Dated the .....

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**COMPLIANCY SHEET**

<b>Description</b>	<b>Make &amp; Model</b>	<b>Comply (Yes/No)</b>	<b>Bid supporting pg. no.</b>
<p><b>LABORATORY FURNITURE &amp; ACCESSORIES</b></p> <p><b><u>Laboratory Workstations in Plinth mounted design</u></b></p> <p><b>General Description:</b></p> <p>Laboratory furniture must be tested as per SEFA- 8M standards in <b>SEFA Approved labs</b> with latest 2016 Guidelines published by SEFA.</p> <p>All modular construction &amp; design must be made of mainly skin passed/ zero spangle G.I. (Galvanized Iron) sheet duly coated with at least 50 - 60 micron Epoxy Powder Coated in panel form and in CKD (Completely Knocked Down) construction. The design should have provision for reconfiguration for change in layout using simple tooling and should provide independent access to the utilities installed, electrical panel &amp; instrumentation panel. It should be removable without removing other panels.</p> <p>All GI sheet components should be of superior brand like <b>TATA Steel / Posco/ Jindal/ SAIL</b> and are fabricated by precision shearing, levelling, and notching, piercing, machines to achieve consolidated dimensions within close tolerances under the strict quality checks and assembled with the aid of fixtures. Exposed welding marks should be polished smooth to improve aesthetic. Corner intersections of vertical and horizontal members should be in the same plane with bolted joints and should be suitably aligned.</p> <p>Laboratory Work Stations should be available in 2 heights of 900mm (Standing purpose) and 750mm (Sitting purpose) in metallic construction designed to have completely flexible modular system. Each module should have independent base frame. Necessary leg space should be provided between two modules wherever required. Rear portion of the leg space should be covered with the enclosure panel. Work table should consist of;</p> <p>a) <b>SEFA-8 standards heavy duty under cabinets &amp; drawers:</b> SEFA-8 standards heavy duty under module, comprising of one drawer - one shutter or one drawer – two shutters and adjustable height shelf. Cabinet shutter should be in double skin construction and shall be provided with heavy duty, knuckle and barrel type SS hinges and positive catch arrangement. Shutter and drawer handles are also provided</p>			

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with recessed designed in Aluminum const. with pure epoxy powder coating. The under module shall be fabricated out of heavy gauge special grade Galvanized Iron sheet in weldless construction and shall be finished with pure epoxy powder coating for extra ordinary corrosion resistance.

- Detailed specifications and thickness of GI items in each module:

- Cabinet end panels; min. 1.0 mm thick GI Sheet
- Cabinet rear panel and top panel; min. 1.0 mm thick GI sheet
- Cabinet base skid; 1.0 mm thick GI Sheet
- Cabinet drawers; 1.0 mm thick GI Sheet
- Cabinet shutters & drawer front panels; double skin const, min 0.8 mm thick GI sheet
- Cabinet main frame structure and drawerslide rails, 1.6 mm thick GI Sheet
- Each cabinet shall have self-standing type base skid plinth in GI const.

- List of approved makes of materials:

- Epoxy Powder: Vijay Coat/ Jotun/Akzonobel
- Float Glass : Modi Guard / Saint Gobain/Asahi
- Hinges : Hettich/ Kich/ Godrej
- Locks : Hettich/ Ebco/ Godrej
- Telescopic Channel : Hettich/Godrej/Ebco

- **Surface Treatment:**

The complete GI material of cabinet should be pretreated (degreased, Zinc phosphated) and epoxy powder coated for better corrosion resistance. The thickness of powder coat shall not be less than 50-60 microns, conforming to relevant BIS code, which accordingly passes the test of Salt Spray for 1000 hours and having the scratch hardness of 3 kgs.

b) **Worktops:** Work top in  $18 \pm 1$  mm thick Black Granite construction with half moulded.

c) **Reagent Rack:** Worktop mounted reagent rack in Single/ double tier design. Vertical member and main bracket of the reagent rack should be in GI construction and epoxy coated for excellent corrosion resistance.

d) **Electrical Fittings:** Sockets and switches complete with internal wiring. Fittings should be mounted on electrical trunk. Electrical Trunking are 1 mm thick GI with epoxy powder coating.  
Electrical Sockets - Make: Legrand/ Havells/ Northwest/ Schneider.

e) **Sink:** In one piece, molded Sink in Polypropylene (PP) construction. (Make: Premier

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Polymer/ KL Labs/ Method)

f) **Peg Board:** Peg Board in Phenolic resin construction with 20 Nos. PP Pegs.

g) **Three Way Water Taps:** 3 way taps/valves with goosenecks required at the sink tables should be made of forged brass body with 1/2" BSP male inlet and powder coated. Goosenecks shall have a separate outlet coupling with a female thread securely brazed to the gooseneck for attachment of serrated hose ends, aspirators and other outlet fittings. Rigid goosenecks shall have a male inlet thread and be threaded directly into the faucet body so as to be absolutely rigid. Swing goosenecks shall utilize a TFE packing with an externally adjustable packing nut. Water faucets and valves shall be fully assembled. All taps shall have plastic knob with ISI approved color code (**Make: Premier Polymer/ FAR/ Broen/ Watersaver**)

**Construction Detail of 3 Way Water Taps:**

4. Raw Material:

- Brass as per IS: 319 (I) (Machining Grade).
- Brass as per IS: 8737 (Forging Grade).  
Pipe as per IS: 407 (CuZn37).
- Polypropylene Knob.
- All Gasket / 'O' Ring Nitrile Rubber.
- Inlet Connection 1/2" B.S.P.

5. Testing:

- Pneumatic Test at 18 Bars.
- Hydraulic Test at 9 Bars.
- Bursting Test at 36 Bars.
- Working Temperature Range: 0' to 70' Celsius

6. Powder Coating:

- Epoxy Fusion Bond

**(F) WALL STORAGE CABINET**

**General Specifications:**

The cabinets should be suitable for mounting on wall. The cabinets shall be fabricated out of Galvanized Iron (Zinc coated) sheets. Cabinets should be provided with 1 adjustable shelf. Proper design, stiffening/ structural members should be provided for strength and rigidity. Front door of the cabinet shall be in twin door design having glass panel with metallic frame in Galvanized Iron construction.

**General Specification:**

Overall Dimension: As per BOQ & Layout  
No of Shelves: 1 shelf, forming 2

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compartments. Shelf should be adjustable in height.

**Construction Detail:**

- End Panel, Top Panel & Bottom Panel: 1.2 mm thick Galvanized Iron Sheet
- Rear Panel: 1.2 mm Galvanized Iron Sheets
- Front door: 5 mm thick glass with metallic frame in GI construction
- Shelf: 1.2 mm thick GI sheet
- Door Supporting frames: 1.6 mm thick GI Sheet
- Door Hinges: Knuckle and Barrel type SS hinges.
- Door handles: Extruded Aluminium/SS 304 const.
- Lock: - With two keys for doors

**OVER HEAD CABINET**

**General Specifications:**

The cabinets should be suitable for mounting on wall. The cabinets shall be fabricated out of Galvanized Iron (Zinc coated) sheets. Cabinets should be provided with 1 adjustable shelf. Proper design, stiffening/ structural members should be provided for strength and rigidity. Front door of the cabinet shall be in twin door design having glass panel with metallic frame in Galvanized Iron construction.

**General Specification:**

Overall Dimension: As per BOQ & Layout  
No of Shelves: 1 shelf, forming 2 compartments. Shelf should be adjustable in height.

**Construction Detail:**

- End Panel, Top Panel & Bottom Panel: 1.2 mm thick Galvanized Iron Sheet
- Rear Panel: 1.2 mm Galvanized Iron Sheets
- Front door: 5 mm thick glass with metallic frame in GI construction
- Shelf: 1.2 mm thick GI sheet
- Door Supporting frames: 1.6 mm thick GI Sheet
- Door Hinges: Knuckle and Barrel type SS hinges.
- Door handles: Extruded Aluminium/SS 304 const.
- Lock: - With two keys for doors. Approved Makes – Hettich/ Hafele/ Ebco/ Godrej

**(H) EYE WASH:**

**General Specification**

- Brass as per IS: 319 (I) (Machining Grade).
- Brass as per IS: 8737 (Forging Grade)

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- Pipe as per IS: 407 (CuZn37).
- Nylon Handle.
- All Gasket / 'O' Ring Nitrile Rubber.
- Aluminium Rod for Rigid Support.
- Hydraulic Test at 3 Bar
- Epoxy Powder Coating in Red Color.

**CERTIFICATION**

1. Should have valid SEFA Membership on a continuous basis at least for the past 3 yrs. from the date of this notification.
2. Should possess the key professional staff, at least one, in his organization with good knowledge of codes and standards like SEFA, OSHA, ASHRAE 110 and NFPA 45. Such professionals should have a valid membership of SEFA and in addition membership of any of the international governing standards.
3. The range of furniture offered by the bidder should have compliance certificate either direct or through third party, for all the parameters of SEFA-8 and SEFA-10. Detailed documentary evidence for the same must be included in the technical bid.
4. The bidder should submit third party Test certificate of “BIFMA HCF 8.1” by approved agency; IGBC CERTIFICATE in technical bid.

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# TECHNICAL SPECIFICATIONS

## 1. LABORATORY FURNITURE & ACCESSORIES:

### (A) Laboratory Workstations in Plinth mounted design

#### General Description:

- Laboratory furniture must be tested as per SEFA-8M standards in SEFA Approved labs with latest 2016 Guidelines published by SEFA.
- All modular construction & design must be made of mainly skin passed/ zero spangle G.I. (Galvanized Iron) sheet duly coated with at least 50 - 60 micron. Epoxy Powder Coated in panel form and in CKD (Completely Knocked Down) construction. The design should have provision for reconfiguration for change in layout using simple tooling and should provide independent access to the utilities installed, electrical panel & instrumentation panel. It should be removable without removing other panels.
- All GI sheet components should be of superior brand like TATA Steel / Posco/ Jindal/ SAIL and are fabricated by precision shearing, levelling, and notching, piercing, machines to achieve consolidated dimensions within close tolerances under the strict quality checks and assembled with the aid of fixtures. Exposed welding marks should be polished smooth to improve aesthetic. Corner intersections of vertical and horizontal members should be in the same plane with bolted joints and should be suitably aligned.
- Laboratory Work Stations should be available in 2 heights of 900mm (Standing purpose) and 750mm (Sitting purpose) in metallic construction designed to have completely flexible modular system. Each module should have independent base frame. Necessary leg space should be provided between two modules wherever required. Rear portion of the leg space should be covered with the enclosure panel.

#### Work table should consist of;

##### a. SEFA-8 standards heavy duty under cabinets & drawers:

SEFA-8 standards heavy duty under module, comprising of one drawer - one shutter or one drawer – two shutters and adjustable height shelf. Cabinet shutter will be in double skin construction and shall be provided with heavy duty, knuckle and barrel type SS hinges and positive catch arrangement. Shutter and drawer handles should also be provided with recessed designed in Aluminium const. with pure epoxy powder coating. The under module shall be fabricated out of heavy gauge special grade Galvanized Iron sheet in weldless construction and shall be finished with pure epoxy powder coating for extra ordinary corrosion resistance.

- Detailed specifications and thickness of GI items in each module:
  - Cabinet end panels; min. 1.0 mm thick GI Sheet
  - Cabinet rear panel and top panel; min. 1.0 mm thick GI sheet
  - Cabinet base skid; 1.0 mm thick GI Sheet
  - Cabinet drawers; 1.0 mm thick GI Sheet
  - Cabinet shutters & drawer front panels; double skin const, min 0.8 mm thick GI sheet
  - Cabinet main frame structure and drawer slide rails, 1.6 mm thick GI Sheet

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- Each cabinet shall have self-standing type base skid plinth in GI const.
- List of approved makes of materials:
  - **Epoxy Powder** : Vijay Coat/ Jotun/ Akzonobel
  - **Float Glass** : Modi Guard / Saint Gobain/ Asahi
  - **Hinges** : Hettich/ Kich/ Godrej
  - **Locks** : Hettich/ Ebco/ Godrej
  - **Telescopic Channel** : Hettich/ Ebco/ Godrej

**Surface Treatment:**

The complete GI material of cabinet should be pretreated (degreased, Zinc phosphated) and epoxy powder coated for better corrosion resistance. The thickness of powder coat shall not be less than 50-60 microns, conforming to relevant BIS code, which accordingly passes the test of Salt Spray for 1000 hours and having the scratch hardness of 3 kgs.

- b. Worktops:** Work top in 18 ± 1 mm thick Black Granite construction with half moulded.
- c. Reagent Rack:** Worktop mounted reagent rack in Single/ double tier design. Vertical member and main bracket of the reagent rack are in GI construction and epoxy coated for excellent corrosion resistance.
- d. Electrical Fittings:** Sockets and switches complete with internal wiring. Fittings should be mounted on electrical trunk. Electrical Trunking are 1.0 mm thick GI with epoxy powder coating. Electrical Sockets - Make: Legrand/ Havells/ Northwest/ Schneider.
- e. Sink:** In one piece, molded Sink in Polypropylene (PP) construction. (Make: Premier Polymer/ KL Labs/ Method)
- f. Peg Board:** Peg Board in Phenolic resin construction with 20 Nos. PP Pegs.
- g. Three Way Water Taps:** 3 way taps/valves with goosenecks required at the sink tables made of forged brass body with 1/2" BSP male inlet and powder coated. Goosenecks shall have a separate outlet coupling with a female thread securely brazed to the gooseneck for attachment of serrated hose ends, aspirators and other outlet fittings. Rigid goosenecks shall have a male inlet thread and be threaded directly into the faucet body so as to be absolutely rigid. Swing goosenecks shall utilize a TFE packing with an externally adjustable packing nut. Water faucets and valves shall be fully assembled. All taps shall have plastic knob with ISI approved color code (Make: Premier Polymer/ FAR/ Broen/ Watersaver)

Construction Detail of 3 Way Water Taps:

**1. Raw Material:**

- Brass as per IS: 319 (I) (Machining Grade).
- Brass as per IS: 8737 (Forging Grade).
- Pipe as per IS: 407 (CuZn37).
- Polypropylene Knob.
- All Gasket / 'O' Ring Nitrile Rubber.
- Inlet Connection 1/2" B.S.P.

**2. Testing:**

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- Pneumatic Test at 18 Bars.
- Hydraulic Test at 9 Bars.
- Bursting Test at 36 Bars.
- Working Temperature Range: 0' to 70' Celsius

### **3. Powder Coating:**

- Epoxy Fusion Bond

### **(B) WALL STORAGE CABINET**

#### **General Specifications:**

The cabinets should be suitable for mounting on wall. The cabinets shall be fabricated out of Galvanized Iron (Zinc coated) sheets. Cabinets should be provided with 1 adjustable shelf. Proper design, stiffening/ structural members should be provided for strength and rigidity. Front door of the cabinet shall be in twin door design having glass panel with metallic frame in Galvanized Iron construction.

#### **General Specification:**

Overall Dimension: As per BOQ & Layout

**No of Shelves:** 1 shelf, forming 2 compartments. Shelf should be adjustable in height.

#### **Construction Detail:**

- End Panel, Top Panel & Bottom Panel: Min. 1.2 mm thick Galvanized Iron Sheet
- Rear Panel: Min. 1.2 mm Galvanized Iron Sheets
- Front door: 5 mm thick glass with metallic frame in GI construction.
- Shelf: Min. 1.2 mm thick GI sheet
- Door Supporting frames: 1.6 mm thick GI Sheet
- Door Hinges: Knuckle and Barrel type SS hinges.
- Door handles: SS 304 const.
- Lock: - With two keys for doors

### **(C) OVER HEAD CABINET**

#### **General Specifications:**

The cabinets should be suitable for mounting on wall. The cabinets shall be fabricated out of Galvanized Iron (Zinc coated) sheets. Cabinets should be provided with 1 adjustable shelf. Proper design, stiffening/ structural members should be provided for strength and rigidity. Front door of the cabinet shall be in twin door design having glass panel with metallic frame in Galvanized Iron construction.

#### **General Specification:**

**Overall Dimension:** As per BOQ & Layout

**No of Shelves:** 1 shelf, forming 2 compartments. Shelf should be adjustable in height.

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Construction Detail:

- End Panel, Top Panel & Bottom Panel: Min. 1.2 mm thick Galvanized Iron Sheet
- Rear Panel: Min. 1.2 mm thk Galvanized Iron Sheets
- Front door: 5 mm thick glass with metallic frame in GI construction
- Shelf: Min. 1.2 mm thick GI sheet
- Door Supporting frames: 1.6 mm thick GI Sheet • Door Hinges: Knuckle and Barrel type SS hinges.
- Door handles: SS 304 const.
- Lock: - With two keys for doors. Approved Makes – Hettich/ Ebco/ Godrej/Ozone

**(D) EYE WASH:**

**General Specification**

- Brass as per IS: 319 (I) (Machining Grade).
- Brass as per IS: 8737 (Forging Grade)
- Pipe as per IS: 407 (CuZn37).
- Nylon Handle.
- All Gasket / 'O' Ring Nitrile Rubber.
- Aluminium Rod for Rigid Support.
- Hydraulic Test at 3 Bar
- Epoxy Powder Coating in Red Color.

**CERTIFICATION**

1. Should have valid SEFA Membership.
2. Should have valid **ISO – 9001: 2015; ISO – 14001:2015; OHSAS 18001:2007** certification.
3. Vendor / Bidder should submit valid certificate of **SEFA 8** and **SEFA 10**. Vendors / Bidders should submit third party Test Certificate of **SEFA 8M (2016)** by SEFA as well as **SEFA 10 – 2016** by SEFA approved Laboratory.
4. Vendors/ Bidders should have in – house test facility for **SEFA 8M** in their own factory. In case of no in-house test facility, third party test certificate should be submitted along with all documentary evidence of the same should be submitted in the technical bid.
5. Should submit third party Test certificate of “**BIFMA HCF 8.1**” by approved agency.

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