

**DOMESTIC  
TENDER ENQUIRY DOCUMENT**

**FOR RATE CONTRACT OF  
ADMINISTRATIVE FURNITURE**

On behalf of  
**GOVT. OF INDIA  
MINISTRY OF HEALTH & FAMILY WELFARE**

**HITES/PCD/PMSSY-IV/09/FURNITURE/18-19**

*Through*



**HLL INFRA TECH SERVICES LIMITED**  
(Subsidiary of HLL Lifecare Ltd., a Govt. of India Enterprise)  
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## SECTION I

## NOTICE INVITING TENDER (NIT)

**Tender Enquiry No.: HITES/PCD/PMSSY-IV/09/FURNITURE/18-19 Dated: 13.12.2018**

- (1) Procurement & Consultancy Services Division of **HLL Infra Tech Services Limited (HITES)**, a fully owned subsidiary of HLL Lifecare Ltd. (HLL), for and on behalf of Govt. of India, invites sealed tenders, from eligible and qualified tenderers for supply & installation of Furniture to Medical Colleges/ Institutes as mentioned in this Tender Enquiry Document:

Sch. No	RFx No	Name of items	Quantity	EMD (in INR)	Processing Fee
1	3000003616	Administrative Furniture as detailed in Section VI	1	1,06,70,500	11,800

**Note: -**

- 1. Any site modification required for proper installation of the furniture and to match aesthetically as per the building design has to be done by the bidder.**
- 2. Processing Fee is inclusive of GST @18% (Our GSTIN: 09AADCH4882R1ZP)**
- 3. The bidder must quote for all the items in the BOQ of the Schedule, failing which the bid will be considered Non- Responsive.**

- (2) Tender timeline:

Sl. No.	Description	Schedule
a.	Last date for receipt of Pre-bid queries	19.12.2018, 1700 Hrs
b.	Pre-bid meeting date, time, Venue	21.12.2018, 1100 Hrs HLL Infra Tech Services Limited, Procurement & Consultancy Services Division, B-14 A, Sector-62, Noida-201307
c.	Closing date & time for submission of online bids	04.01.2019, 1200 Hrs
d.	Closing date & time for submission of <b>tender processing fee and EMD in physical form*</b>	04.01.2019, 1400 Hrs
e.	Time and date of opening of online bids	04.01.2019, 1430 Hrs
f.	Venue for :- • Submission of tender processing fee, EMD in physical form. • Tender Opening-Tech Bid	HLL Infra Tech Services Limited, Procurement & Consultancy Services Division, B-14 A, Sector-62, Noida-201307

\* Bidders have to submit Original Bank Instruments for processing fee and EMD within the above mentioned date and time

**SPECIFIC Instructions for e-Tender Participation:-**

- (1) The tenders are invited through the e-tender portal of HLL/HITES (<https://etender.lifecarehll.com/irj/portal>) only.
- (2) The prospective bidders have to register in the e-tender portal for participating in the tender. There is no registration fee. The instruction for registering in the portal along with video tutorial is available in the *Bidder Help Documents* provided in the e-tender portal login screen.
- (3) Bidders should have a valid Class 3 Digital Signature Certificate with signing and encryption keys.
- (4) On completion of the registration process, the bidders will be provided user ID and password within 72 hours (excepting non-working days). In order to submit the bids electronically bidders are required to have a valid Class 3 Digital Signature Certificate (**signing and encryption/ decryption certificates**).
- (5) Bidders can access the portal for viewing/ downloading the tender enquiry document & uploading tender(s) after the receipt of User ID & Password.
- (6) Bidders are requested to go through the *Bidder Help Documents* on e-tender portal before proceeding for bidding.
- (7) The bidders shall submit the required Processing Fee (in form of Demand Draft or Banker's Cheque) and EMD (as per GIT clause no. 19.3) in physical form in favour of 'HLL Infra Tech Services Limited' at the scheduled time and venue. Processing Fee is required from all the bidders irrespective of their registration with NSIC or any other Govt. organisation
- (8) Tenderer may download the tender enquiry documents from the web site [www.hllhites.com](http://www.hllhites.com) or [www.lifecarehll.com](http://www.lifecarehll.com) or [www.eprocure.gov.in/cppp](http://www.eprocure.gov.in/cppp) or <https://etender.lifecarehll.com/irj/portal>.
- (9) The submission of tender online can only be done thru' <https://etender.lifecarehll.com/irj/portal>.
- (10) All prospective tenderers may attend the Pre Tender meeting. The venue, date and time indicated above.
- (11) Tenderers shall ensure that their bids complete in all respects, are submitted online through HLL e-portal (as described above) ONLY. No DEVIATION is acceptable.

**IMPORTANT NOTE:-**

**Processing Fee and EMD** (as applicable) should be deposited within the scheduled date & time in the Tender Box located at:

**HLL Infra Tech Services Limited,  
Procurement and Consultancy Division,  
B-14 A, Sector-62, Noida-201307, Uttar Pradesh**

**CEO  
HLL Infra Tech Services Limited**

**SECTION - II**  
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## GENERAL INSTRUCTIONS TO TENDERERS (GIT)

### A. PREAMBLE

#### 1. Definitions and Abbreviations

1.1 The following definitions and abbreviations, which have been used in these documents shall have the meaning as indicated below:

#### 1.2 Definitions:

- i. "Purchaser" means the organization purchasing goods and services.
- ii. "eTender" means Bids / Quotation / Tender received from a Firm / Tender / Bidder.
- iii. "Tenderer" means Bidder / the Individual or Firm submitting Bids / Quotation / Tender.
- iv. "Supplier" means the individual or the firm supplying the goods and services as incorporated in the contract.
- v. "Goods" means the articles, material, commodities, livestock, furniture, fixtures, raw material, spares, instruments, machinery, equipment, medical equipment, industrial plant, etc. which the supplier is required to supply to the purchaser under the contract.
- vi. "Services" means services allied and incidental to the supply of goods, such as transportation, installation, commissioning, provision of technical assistance, training, after sales service, maintenance service and other such obligations of the supplier covered under the contract.
- vii. "Earnest Money Deposit" EMD means Bid Security / monetary or financial guarantee to be furnished by a bidder.
- viii. "Contract" means the written agreement entered into between the purchaser and/or consignees and the supplier, together with all the documents mentioned therein and including all attachments, annexure etc. therein.
- ix. "Rate Contract" means contracts for the supply of stores at specified rates ordered during the period covered by the contract. No fixed quantities are mentioned in the contract, and the contractor is bound to execute any order from the HITES at the rates specified in the contract provided the supply order is placed within the rate contract period.
- x. "Supply Order" means an order on a contractor to supply against Rate Contract. The term "Requisition" will not be used.
- xi. "Performance Security" means monetary or financial guarantee to be furnished by the successful bidder for due performance of the contract placed on it. Performance Security is also known as Security Deposit.
- xii. "Consignee" means the Hospital/Institute/Medical College/person to whom the goods are required to be delivered as specified in the Contract. If the goods are required to be delivered to a person as an interim consignee for the purpose of despatch to another person as provided in the Contract then that "another" person is the consignee, also known as the ultimate consignee.
- xiii. "Specification" means the document/standard that prescribes the requirement with which goods or service has to conform.
- xiv. "Inspection" means activities such as measuring, examining, testing, gauging one or more characteristics of the product or service and comparing the same with the specified requirement to determine conformity.
- xv. "Day" means calendar day.

- xvi. “HITES” means HLL Infra Tech Services Limited, a fully owned subsidiary of HLL Lifecare Limited.

### 1.3 Abbreviations:

- i. “T E Document” means Tender Enquiry Document
- ii. “NIT” means Notice Inviting Tenders
- iii. “GIT” means General Instructions to Tenderers
- iv. “SIT” means Special Instructions to Tenderers
- v. “GCC” means General Conditions of Contract
- vi. “SCC” means Special Conditions of Contract
- vii. “DGS&D” means Directorate General of Supplies and Disposals
- viii. “NSIC” means National Small Industries Corporation
- ix. “PSU” means Public Sector Undertaking
- x. “CPSU” means Central Public Sector Undertaking
- xi. “LSI” means Large Scale Industries
- xii. “MSEs” means Micro & Small Enterprises
- xiii. “LC” means Letter of Credit
- xiv. “DP” means Deliver Period
- xv. “BG” means Bank Guarantee
- xvi. “GST” means Goods and Service Tax
- xvii. “CD” means Custom Duty
- xviii. “RR” means Railway Receipt
- xix. “BL” means Bill of Lading
- xx. “EXW” means Ex-Works
- xxi. “FOB” means Free on Board
- xxii. “FCA” means Free Carrier
- xxiii. “FOR” means Free on Rail
- xxiv. “CIF” means Cost, Insurance and Freight
- xxv. “CIP (Destinations)” means Carriage and Insurance Paid up to named port of destination. Additional the Insurance (local transportation and storage) would be extended and borne by the Supplier from warehouse to the consignee site for a period including 3 months beyond date of delivery.
- xxvi. “DDP” means Delivery Duty Paid named place of destination (consignee site)
- xxvii. “INCONTERMS” means International Commercial Terms as on the date of Tender Opening
- xxviii. “MoHFW” means Ministry of Health & Family Welfare, Government of India
- xxix. “CMC” means Comprehensive maintenance Contract (labour, spare and preventive maintenance)
- xxx. “RT” means Re-Tender
- xxxi. “RC” means Rate Contract
- xxxii. “SO” means Supply Order.

## 2. Introduction

- 2.1 The Purchaser has issued these TE documents for purchase of Medical equipment/goods and related services on behalf of MoHFW, Govt of India as mentioned in Section VI – “List of Requirements”, which also indicates, *interalia*, the delivery schedule offered, terms and place of delivery.
- 2.2 This section (Section II – “General Instructions to Tenderers”) provides the relevant information as well as instructions to assist the prospective bidders in preparation and submission of tenders.



It also includes the mode and procedure to be adopted by the purchaser for receipt and opening as well security and evaluation of tenders and subsequent placement of contract.

- 2.3 The bidders shall also read the Special Instructions to Tenderers (SIT) related to this purchase, as contained in Section III of these documents and follow the same accordingly. Whenever there is a conflict between the GIT and the SIT, the provisions contained in the SIT shall prevail over those in the GIT.
- 2.4 Before formulating the tender and submitting the same to the purchaser, the bidder should read and examine all the terms, conditions, instructions, checklist etc. contained in the TE documents. Failing to provide and/or comply with the required information, instructions, etc. incorporated in these TE documents may result in rejection of its tender.
- 2.5 The Rate Contract to be awarded pursuant to this tender enquiry and supply orders placed against the rate contract so awarded will be governed by the terms and conditions as contained in the following sections:
- a. General Instructions to Tenderers – Section II
  - b. Special Instructions to Tenderers – Section III
  - c. General Conditions of Contract – Section IV
  - d. Special Conditions of Contract – Section V
  - e. List of Requirements – Section VI
  - f. All other contents of the Tender Enquiry Document as mentioned in clause 8.1

### **3. Rate Contract / Parallel Rate Contract**

- 3.1 Purchaser reserves the rights for placement of Rate Contract/conclusion of parallel Rate contracts. The Purchaser(s) also reserve(s) right (1) to enter into parallel Rate Contract(s) simultaneously or at any time during the period of the rate contract with one or more bidder(s) as he/they may think fit and (2) to place ad-hoc contract or contracts simultaneously or at any time during the period of this contract with one or more supplier(s) / bidder(s) for such quantity of such item or items as the Purchaser (whose decision shall be final) may determine.
- 3.2 Purchaser also reserves the right to arrive at reasonable eligible L-1 price and make counter offers to higher quoting eligible firms for awarding Parallel Rate Contracts.
- 3.3 The successful bidders shall note that a supply order may be placed up to the last day of the currency of the Rate Contract.

### **4. Language of Tender**

- 4.1 The tender submitted by the bidder and all subsequent correspondences and documents relating to the tender exchanged between the bidder and the purchaser, shall be written in the English language, unless otherwise specified in the Tender Enquiry. However, the language of any printed literature furnished by the bidder in connection with its tender may be written in any other language provided the same is accompanied by an English translation and, for the purpose of interpretation of the tender, the English translation shall prevail.
- 4.2 The tender submitted by the bidder and all subsequent correspondences and documents relating to the tender exchanged between the bidder and the purchaser, may also be written in the Hindi language, provided that the same are accompanied by English translation, in which case, for the purpose of interpretation of the tender etc., the English translations shall prevail.

### **5. Eligible Bidders**

This invitation for tenders is open to all suppliers who fulfil the eligibility criteria specified in these documents.

## 6. Eligible Goods and Services

All goods and related services to be supplied under the contract shall have their origin in India or any other country with which India has not banned trade relations. The term “origin” used in this clause means the place where the goods are mined, grown, produced, or manufactured or from where the related services are arranged and supplied.

## 7. Tendering Expense

The bidder shall bear all costs and expenditure incurred and/or to be incurred by it in connection with its tender including preparation, mailing and submission of its tender and for subsequent processing the same. The purchaser will, in no case be responsible or liable for any such cost, expenditure etc. regardless of the conduct or outcome of the tendering process.

### B. TENDER ENQUIRY DOCUMENTS

The tender document should be read in conjunction with the Notice Inviting Tender (NIT) a copy of which is enclosed with this document. All clauses should be read in conjunction with any other instructions given elsewhere in this document on the same subject matter of the clause.

## 8. Content of Tender Enquiry Documents

8.1 In addition to Section I – “Notice Inviting Tender” (NIT), the TE document include:

- Section II - General Instructions to Tenderers (GIT)
- Section III - Special Instructions to Tenderers (SIT)
- Section IV - General Conditions of Contract (GCC)
- Section V - Special Conditions of Contract (SCC)
- Section VI - List of Requirements
- Section VII - Technical Specification
- Section VIII - Quality Control Requirement
- Section IX - Qualification Criteria
- Section X - Tender Form
- Section XI - Price Schedules
- Section XII - Questionnaire
- Section XIII - Bank Guarantee Form for EMD
- Section XIV - Manufacturer’s Authorisation Form
- Section XV - Bank Guarantee Form for Performance Security / CMC Security
- Section XVI - Contract Forms (Rate Contract and Supply Order)
- Section XVII - Proforma of Consignee Receipt Certificate
- Section XVIII - Proforma of Final Acceptance Certificate by the consignee
- Section XIX - Check List for Bidders
- Section XX - Form for Integrity Pact
- Section XXI - Notice-cum-cancellation letter
- Section XXII - Revocation-cum-cancellation letter
- 

8.2 The relevant details of the required goods/equipment and services, the terms, conditions and procedure for tendering, tender evaluation, placement of contract, the applicable contract terms and, also, the standard formats to be used for this purpose are incorporated in the above mentioned documents. The interested bidders are expected to examine all such details etc. to proceed further.

## 9. Amendments to TE document

- 9.1 At any time prior to the deadline for submission of tenders, the purchaser may, for any reason deemed fit by it, modify the TE documents by issuing suitable amendment(s) to it. The amendments, if any shall be posted only in the websites mentioned in NIT (Section-I).
- 9.2 In order to provide reasonable time to the prospective bidders to take necessary action in preparing their tenders as per the amendment, the purchaser may, at its discretion extend the deadline for the submission of tenders and other allied time frames, which are linked with that deadline.

## 10. Clarification of TE document

- 10.1 A tenderer requiring any clarification or elucidation on any issue of the TE documents may take up the same with the purchaser in writing on their letter head duly signed and scanned through email to [pcd@hllhites.com](mailto:pcd@hllhites.com) and [bmenoida@hllhites.com](mailto:bmenoida@hllhites.com). The purchaser will respond to such request provided the same is received by the purchaser **within the due date mentioned in the NIT. Any queries/representations received later shall not be taken into cognizance**

## C. PREPARATION OF e TENDERS

### 11. Documents Comprising the Tender

- 11.1 The tender(s) shall only be submitted online as mentioned below:
- 11.2 Technical Bid (Consisting of Techno-Commercial bids in excel format provided with the tender enquiry along with the supporting documents i.e. scanned copies of Tender Processing Fee, EMD, Eligibility Criteria & Technical Specifications viz. Product Specification Sheets/Brochures, OEM Certificate, etc.) has to be attached in the C-folder of e-tendering module. Bidders have to ensure that the documents uploaded in pdf format are legible.
- 11.3 Price Bid has to be submitted in the prescribed excel format provided with the tender enquiry.

Note:

- (i) The Tender Processing Fee and EMD, in favor of HLL Infra Tech Services Ltd, are to be submitted in physical form as per Section - I, Notice Inviting Tender, of this tender enquiry.
- (ii) The bidders have to follow the steps listed in *Bidding Manual – Attachment Mode* available in the *Bidder Help Documents* of e-tender portal login screen for uploading the Techno-Commercial Bid.

#### A) Details of Technical Tender (Un priced Tender)

Bidders shall furnish the following information along with technical tender:.

- i) Techno-Commercial Bid in excel format provided with the tender enquiry
- ii) Earnest money Deposit (EMD) furnished in accordance with GIT clause 19.1 alternatively, documentary evidence as per GIT clause 19.2 for claiming exemption from payment of earnest money.
- iii) Tender Form as per Section X (without indicating any prices).
- iv) Documentary evidence, as necessary in terms of clauses 5 and 17 establishing that the tenderer is eligible to submit the tender and, also, qualified to perform the contract if its tender is accepted.
- v) Tenderer/Agent who quotes for goods manufactured by other manufacturer shall furnish Manufacturer's Authorization strictly as per the prescribed format (Section - XIV).

- vi) Power of Attorney issued by Competent Authority in favour of the person who is digitally signing/ uploading the tender(s).
- vii) Documents and relevant details to establish in accordance with GIT clause 18 that the goods and the allied services to be supplied by the tenderer conform to the requirement of the TE documents.
- viii) Performance Statement as per section IX along with relevant copies of orders and end users' satisfaction certificate.
- ix) Price Schedule(s) as per Section XI filled up with all the details including Make, Model etc. of the goods offered with prices blank (without indicating any prices).
- x) Certificate of Incorporation.
- xi) Self-Attested copies of GST registration certificate and PAN Card.
- xii) Non conviction /no pending conviction certification issued by Notary on judicial stamp paper for preceding three years.
- xiii) Self-Attested copies of quality certificates i.e. ISO/ US FDA /CE /BIS Certificates issued by competent authority, if applicable.
- xiv) Documentary evidence stating the status of bidder.
- xv) List of procurement agencies of repute to which the tendered product have been supplied during last 12 months.
- xvi) Self-attested copies of annual report, audited balance sheet and profit & loss account for preceding three years from the date of tender opening.
- xvii) Notarized affidavit that tenderer does not have any relation with the person authorized to evaluate technically or involve in finalizing the tender or will decide the use of tendered items.
- xviii) A self-declaration on Rs. 10/-non-judicial Stamp Paper that the rates quoted in the tender are the lowest and not quoted less than this to any Government Institution (State/Central/ other Institute in India) **during last two years.**
- xix) Copies of original product catalogues / data sheet must be enclosed of all quoted items.
- xx) ***The Integrity pact (At Section XX) shall be a part and parcel of this document and has to be signed by bidder(s) at the pre-tendering stage itself, as a pre-bid obligation and should be submitted along with the Techno-Commercial Bids. All bidders are bound to comply with the integrity pact clauses. Bids submitted without signing the integrity pact will be ab initio rejected without assigning any reason.***

#### **B) Price Bid:**

Prices are to be quoted in the prescribed Price Bid format in excel provided along with the tender enquiry in the e-tender portal. The price should be quoted for the accounting unit indicated in the e-tender document.

#### Note:

- (i) The bidder has to be diligent while filling up the Techno-Commercial Bid and Price Bid provided in excel formats and must not tamper with the contents of the sheets.
  - (ii) It is the responsibility of bidder to go through the TE document to ensure furnishing all required documents in addition to above, if any.
  - (iii) The bidders have to follow the steps listed in *Bidding Manual – Attachment Mode* available in the *Bidder Help Documents* of e-tender portal login screen for uploading the Price Bid.
- 11.2 A person signing (manually or digitally) the tender form or any documents forming part of the contract on behalf of another shall be deemed to warrant that he has authority to bind

such other persons and if, on enquiry, it appears that the persons so signing had no authority to do so, the purchaser may, without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all cost and damages.

- 11.3 A tender, which does not fulfill any of the above requirements and/or give evasive information/reply against any such requirement, shall be liable to be ignored.
- 11.4 Tender sent by fax/telex/cable shall be ignored.

## **12. Tender Currencies**

- 12.1 The price to be quoted only in Indian Rupees. Tenders, where prices are quoted in any other way shall be treated as non-responsive and rejected.

## **13. Tender Prices**

- 13.1 The Bidder shall indicate on the Price Schedule provided under Section XI all the specified components of prices shown therein including the unit prices and total tender prices of the goods and services it proposes to supply against the requirement. All the columns shown in the price schedule should be filled up as required.
- 13.2 If a firm quotes NIL charges/consideration, the bid shall be treated as unresponsive and will not be considered.
- 13.3 The price quoted by the bidder for the goods shall not be higher than the lowest price charged for the goods of the same nature, class or description to an individual/ firm/ organization or department of Government of India or any state Governments. If it is found that the goods have been supplied at a lower price during the currency of Rate Contract, then such lower price will be applicable to the goods to be supplied or already supplied.
- 13.4 While filling up the columns of the Price Schedule, the following aspects should be noted for compliance:
- a) The price of the goods, quoted ex-factory/ex-showroom/ex-warehouse/off-the-shelf, as applicable, including all taxes and duties i.e. GST. already paid or payable or on the previously imported goods of foreign origin quoted ex-showroom etc.
  - b) Charges towards Packing & Forwarding, Inland Transportation, Insurance (local transportation and storage) would be borne by the Supplier from warehouse to the consignee site, Loading/Unloading and other local costs incidental to deliver of the goods to their final destination all over India (consignee details shall be indicated in the Supply Order).
  - c) The prices of annual CMC, if applicable, as mentioned in List of Requirements and Price Schedules.
- 13.5 **Additional information and instruction on Duties and Taxes:**
- 13.5.1 If the Bidder desires to ask for any duties or taxes to be paid extra, the same must be specifically stated. In the absence of any such stipulation the price will be taken inclusive of such duties and taxes and no claim for the same will be entertained later.

**13.5.2 Goods and Services Tax (GST) :**

- a. If a tenderer asks for Goods and Services Tax to be paid extra, the rate and nature of Goods and Services Tax applicable should be shown separately. The Goods and Services Tax will be paid as per the rate at which it is liable to be assessed or has actually been assessed provided the transaction is legally liable to Goods and Services Tax and is payable as per the terms of the contract. If any refund of Tax is received at a later date, the Supplier must return the amount forth-with to the purchaser.
- b. In case within the delivery period stipulated in the contract, there is an increase in the statutory taxes like GST, Custom Duty, or fresh imposition of taxes which may be levied in respect of the goods and services specified in the contract, reimbursement of these statutory variation shall be allowed to the extent of actual quantum of taxes paid by the supplier. This benefit, however, cannot be availed by the supplier in case the period of delivery is extended due to unexcused delay by the supplier.
- c. But nevertheless, the Purchaser/Consignee shall be entitled to the benefit of any decrease in price on account of reduction in or remission of customs duty and/or GST or any other duty or tax or levy or on account of any other grounds. In case of downward revision in taxes/duties, the actual quantum of reduction of duty must be reimbursed to the purchaser by the supplier. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any obtained by the supplier.

13.5.3 For insurance of goods to be supplied, relevant instructions as provided under GCC Clause 11 shall be followed.

13.6 The need for indication of all such price components by the bidders, as required in this clause (viz., GIT clause 13) is for the purpose of comparison of the tenders by the purchaser and will no way restrict the purchaser's right to award the contract on the selected bidder on any of the terms offered.

**14. Indian Agent - Deleted****15. Firm Price**

15.1 Unless otherwise specified in the SIT, prices quoted by the bidder shall remain firm and fixed during the currency of the contract and not subject to variation on any account.

15.2 However, as regards taxes and duties, if any, chargeable on the goods and payable, the conditions stipulated in GIT clause 13 will apply.

**16. Delivery Period**

16.1 The delivery period of the goods will be as mentioned in Section VI- List of requirement. Bidder should however mention quote guaranteed monthly rate of supply and lead time required for commencement of supply after placement of supply order in Section VIII- Quality Control Requirements.

**17. Documents Establishing Bidder's Eligibility and Qualifications**

- 17.1 Pursuant to GIT clause 11, the bidder shall furnish, as part of its tender, relevant details and documents establishing its eligibility to quote and its qualifications to perform the contract if its tender is accepted.
- 17.2 The documentary evidence needed to establish the bidder's qualification shall fulfil the following requirements:
- a) In case the bidder offers to supply goods, which are manufactured by some other firm, the bidder has been duly authorised by the goods manufacturer to quote for and supply the goods to the purchaser. The bidder shall submit manufacturer's authorization letter to this effect as per the standard form provided under Section XIV in this document.
  - b) The bidder has the required financial, technical and production capability necessary to perform the contract and, further, it meets the qualification criteria incorporated in the Section IX in these documents.
  - c) In case the tenderer is not doing business in India, it is duly represented by an agent stationed in India fully equipped and able to carry out the required contractual functions and duties of the supplier including after sale service, maintenance & repair etc. of the goods in question, stocking of spare parts and fast moving components and other obligations, if any, specified in the conditions of contract and/or technical specifications.

## **18. Documents establishing Goods' Conformity to TE document.**

- 18.1 The bidder shall provide in its tender the required as well as the relevant documents like technical data, literature, drawing etc. to establish that the goods and services offered in the tender fully conform to the goods and services specified by the purchaser in the TE documents. For this purpose the bidder shall also provide a clause-by-clause commentary of the technical specifications and other technical details incorporated by the purchaser in the TE documents to establish technical responsiveness of the goods and services offered in its tender.
- 18.2 In case there is any variation and/or deviation between the goods & services prescribed by the purchaser and that offered by the bidder, the bidder shall list out the same in a chart form without ambiguity and provide the same along with its tender.
- 18.3 If a bidder furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.

## **19. Earnest Money Deposit (EMD)**

- 19.1 Pursuant to GIT clauses 8.1 and 11.1 the bidder shall furnish along with its tender, earnest money for amount as indicated in the NIT and List of Requirements. The earnest money is required to protect the purchaser against the risk of the bidder's unwarranted conduct as amplified under sub-clause 19.7 below.
- 19.2 The tenderers who are currently registered and, also, will continue to remain registered during the tender validity period as Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or with National Small Industries Corporation, New Delhi shall be eligible for exemption

from EMD. In case the tenderer falls in this category, it should furnish copy of its valid registration details (with MSME or NSIC, as the case may be).

**A) The MSE's Bidder to note and ensure that nature of services and goods/items manufactured mentioned in MSE's certificate matches with the nature of the services and goods /items to be supplied as per Tender.**

**B) Traders/resellers/distributors/authorized agents will not be considered for availing benefits under PP Policy 2012 for MSEs as per MSE guidelines issued by MoMSME.**

- 19.3 The earnest money shall be denominated in Indian Rupees as per GIT clause 12.1. The earnest money shall be furnished in one of the following forms:
- i. Account Payee Demand Draft
  - ii. Banker's cheque
  - iii. Bank Guarantee
  - iv. Fixed Deposit Receipt.
- 19.4 The demand draft or banker's cheque shall be drawn on any scheduled commercial bank in India, in favour of the "HLL Infra Tech Services Limited" payable at New Delhi. Fixed Deposit Receipt should also in favour of "HLL Infra Tech Services Limited (A/c: Name of Bidder)" from any scheduled commercial bank in India, payable at New Delhi. In case of bank guarantee, the same is to be provided from any scheduled commercial bank in India as per the format specified under Section XIII in these documents.
- 19.5 The earnest money if submitted in the form of Bank Guarantee or Fixed Deposit Receipt shall be valid for a period of forty-five (45) days beyond the validity period of the tender. As validity period of Tender as per Clause 20 of GIT is 120 days, the EMD shall be valid for a minimum period of 165 days from Techno-Commercial Tender opening date.
- 19.6 Unsuccessful bidders' earnest money will be returned to them without any interest, after expiry of the tender validity period, but not later than thirty days after conclusion of the resultant contract. **Successful bidder's earnest money will be converted as a security towards performance and operation of Rate Contract and shall be retained /made valid till two months beyond the validity of Rate Contract.**
- 19.7 Earnest Money is required to protect the purchaser against the risk of the Bidder's conduct, which would warrant the forfeiture of the EMD. Earnest money of a tender will be forfeited, if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged without prejudice to other rights of the purchaser. The successful bidder's earnest money will be forfeited without prejudice to other rights of Purchaser if it fails to furnish the required performance security within the specified period.
- 20. A. Tender validity**
- a If not mentioned otherwise in the SIT, the tenders shall remain valid for acceptance for a period of 120 days (one hundred and twenty days) after the date of tender opening prescribed in the TE document. Any tender valid for a shorter period shall be treated as unresponsive and rejected.
  - b In exceptional cases, the bidders may be requested by the purchaser to extend the validity of their tenders up to a specified period. Such request(s) and responses thereto shall be



conveyed by fax/email followed by surface mail. The bidders, who agree to extend the tender validity, are to extend the same without any change or modification of their original tender and they are also to extend the validity period of the EMD accordingly. A bidder, however, may not agree to extend its tender validity without forfeiting its EMD.

- c. In case the day up to which the tenders are to remain valid falls on/subsequently declared a holiday or closed day for the purchaser, the tender validity shall automatically be extended up to the next working day.

## 20. B. Alternative Tenders

Alternative Tenders are not permitted.

However the Tenderers can quote alternate models meeting the tender specifications of same manufacturer with single EMD.

For schedules requiring Manufacturer's Authorization, only one bidder is permitted to quote for a particular manufacturer irrespective of models.

## 21. Digital Signing of e-Tender

The bidders shall submit their tenders as per the instructions contained in GIT Clause 11. Tenders shall be uploaded with all relevant PDF format. The relevant tender documents should be uploaded by an authorised person having Class 3B digital signature certificate

## D. SUBMISSION OF TENDERS

### 22. Submission of Tenders

22.1 The tender shall be submitted online only.

- (i) Pre-qualification and Technical compliance along with the **Techno-Commercial Bid** in excel format:
- a) Scanned copies of tender processing fee and EMD
  - b) Manufacturer's authorization as per Section XIV in case bid is submitted by an Indian agent (A declaration must be attached here in case directly quoted by a manufacturer or a document establishing the relation of the Indian office with the manufacturer in case quoted by Indian office of the manufacturer).
  - c) Tender Form as per Section X.
  - d) Compliance of all terms and conditions of TED like- warranty, CMC, delivery period, delivery terms, payment terms, Liquidated Damages Clause, Arbitration clause, etc on letter head.
  - e) Declaration regarding Fall Clause and Deregistration, debarment from any Govt Dept/ Agencies
  - f) Copy of PAN & GST Registration Certificate.
  - g) Certificate of Incorporation/ or a Declaration in case the firm is being a proprietary firm.

- h) Abridged Annual report of last 03 years (Balance sheet and Profit & Loss Account) completed till March 2017, in pdf format.
- i) Name, address and details of account with respect to bidder.
- j) Quality Control Requirements as per Section VIII clearly indicating the production capacity.
- k) Performance statement along with required PO copies and its corresponding end user's satisfactory performance certificate as per section IX.
- l) Technical Bid along with clause-by-clause technical compliance statement for the quoted goods vis-à-vis the Technical specifications along with product catalogue and data sheet in the tender enquiry.
- m) The bidder should submit blank proforma invoice from the foreign manufacturer along with his technical bid, duly mentioning the specifications and code number of the parts quoted.
- n) The original proforma invoices from the foreign principal will be applicable in case of 100% subsidiary companies incorporated in India also.
- o) In case the bidder quotes an equipment of a foreign manufacturer and submits the documents as per Clause 22.1 (i) l & m from the subsidiary company of the foreign Original Equipment Manufacturer in India, the bidder must submit the Power of Attorney given to the subsidiary company by the foreign Original Equipment Manufacturer, authorizing it to do business and perform all obligations for and on behalf of the foreign manufacturer company, in India.
- p) The Integrity pact (At Section XX) shall be a part and parcel of this document and has to be signed by bidder(s) at the pre-tendering stage itself, as a pre-bid obligation and should be submitted along with the Techno-Commercial Bids. All bidders are bound to comply with the integrity pact clauses. Bids submitted without signing the integrity pact will be ab initio rejected without assigning any reason.**

**(ii) PRICE BID**

- a) The tenderers must ensure that they submit the Price Bid in prescribed format uploaded along with the tender enquiry. It is the responsibility of the bidder to ensure that the contents of the format are not tampered.
- b) The tenderers must ensure that they submit the on-line tenders not later than the closing time and date specified for submission of tenders.
- c) Along with price bid recent purchase order copies for the same model and technical configuration issued by institute of National importance and/or reputed central/state government hospitals should be uploaded in pdf form for reasonability of the offered price.
- d) The bidder should submit the copy of original proforma invoice from the foreign manufacturer along with the price bid.
- e) The supplier shall justify the present quotes based on previous purchase orders for similar project executed either in India or Globally. If they quote any new model or upgraded version of earlier model, they may mention the same in their tender.

- 22.2 The bidders must ensure that they submit the on-line tenders not later than the closing time and date specified for submission of tenders. They shall also ensure to submit the original Tender Processing Fee and EMD within its scheduled date & time.

### **23. Late Tender**

There is NO PROVISION of uploading late tender beyond stipulated date & time in the e-tendering system.

### **24. Alteration and Withdrawal of Tender**

The tenderer is permitted to change, edit or withdraw its bid on or before the end date & time of bid opening.

## **E. Opening of e-Tenders**

### **25. Opening of e-tenders**

- 25.1 The purchaser will open the e-tenders at the specified date and time and at the specified place as indicated in the NIT. In case the specified date of tender opening falls on / is subsequently declared a holiday or closed day for the purchaser, the tenders will be opened at the appointed time and place on the next working day.

- 25.2 Authorized representatives of the bidders, who have submitted tenders on time may attend the tender opening provided they bring with them letters of authority from the corresponding bidders. The tender opening official(s) will prepare a list of the representatives attending the tender opening. The list will contain the representatives "names & signatures and corresponding bidders" names and addresses.

- 25.3 Two-bid system as mentioned in Para 21.6 above will be as follows:

The Techno-Commercial Tenders are to be opened in the first instance, at the prescribed time and date as indicated in NIT. These Tenders shall be scrutinized and evaluated by the competent committee/authority with reference to parameters prescribed in the TE document. During the Techno - Commercial Tender opening, the tender opening official(s) will read the salient features of the tenders like brief description of the goods offered, delivery period, Earnest Money Deposit and any other special features of the tenders, as deemed fit by the tender opening official(s). Thereafter, in the second stage, the Price Tenders of only the Techno - Commercially acceptable offers (as decided in the first stage) shall be opened for further scrutiny and evaluation on a date notified after the evaluation of the Techno – Commercial tender. The prices, special discount if any of the goods offered etc., as deemed fit by tender opening official(s) will be read out.

## **F. SCRUTINY AND EVALUATION OF TENDERS**

### **26. Basic Principle**

Tenders will be evaluated on the basis of the terms & conditions already incorporated in the TE document, based on which tenders have been received and the terms, conditions etc. mentioned by the bidders in their tenders. No new condition will be brought in while scrutinizing and evaluating the tenders.

### **27. Preliminary Scrutiny of Tenders**

- 27.1 The Purchaser will examine the Tenders to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished and, whether the documents uploaded are in legible form.
- 27.2 The Purchaser's determination of a Tender's responsiveness is to be based on the contents of the tender itself without recourse to extrinsic evidence
- 27.3 The tenders will be scrutinized to determine whether they are complete and meet the essential and important requirements, conditions etc. as prescribed in the TE document. The tenders, which do not meet the basic requirements, are liable to be treated as non-responsive and will be summarily ignored.
- 27.4 The following are some of the important aspects, for which a tender shall be declared non-responsive during the evaluation and will be ignored;
- (i) Tender validity is shorter than the required period.
  - (ii) Required EMD or its exemption documents have not been provided.
  - (iii) Tenderer has not agreed to give the required performance security of required amount in an acceptable form in terms of GCC clause 5, read with modification, if any, in Section - V – "Special Conditions of Contract", for due performance of the contract.
  - (iv) Poor/ unsatisfactory past performance.
  - (v) Tenderers who stand deregistered/banned/blacklisted by any Govt. Authorities.
  - (vi) Tenderer is not eligible as per GIT Clauses 5.1 & 17.1.
  - (vii) Tenderer has not agreed to other essential condition(s) specially incorporated in the tender enquiry, like delivery terms, delivery schedule, terms of payment, liquidated damages clause, warranty clause, dispute resolution mechanism applicable law.

## **28. Minor Informality/Irregularity/Non-Conformity**

- 28.1 If during the preliminary examinations, the purchaser find any minor informality and/or irregularity and/or non-conformity in a tender, the purchaser may waive the same provided it does not constitute any material deviation and financial impact and, also, does not prejudice or affect the ranking order of the bidders. Wherever necessary, the purchaser will convey its observation on such 'minor' issues to the bidder in writing asking the bidder to respond by a specific date. If the bidder does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that tender will be liable to be ignored.
- 28.2 The purchaser may seek clarifications of historical nature from the bidders which has no bearings on prices.

## **29 Discrepancies in Prices**

- 29.1 If, in the price structure quoted by a bidder, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless the purchaser feels that the bidder has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.
- 29.2 If there is an error in a total price, which has been worked out through addition and/or subtraction of subtotals shall prevail and the total corrected; and
- 29.3 If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail, subject to sub clause 29.1 and 29.2 above.

- 29.4 If, as per the judgement of the purchaser, there is any such arithmetical discrepancy in a tender the same will be suitably conveyed to the bidder. If the bidder does not agree to the observation of the purchaser, the tender is liable to be ignored.

### 30 Qualification Criteria

- 30.1 Tenders of the bidders, who do not meet the required Qualification Criteria prescribed in Section IX will be treated as non-responsive and will not be considered further.
- 30.2 The Purchaser reserves the right to relax the Norms on Prior Experience for Start-ups and Micro & Small Enterprises in Public Procurement.

The Start-ups are defined in Annexure-A of the “Action Plan for Start-ups in India”. The same is available on the website of Department of Industrial policy and Promotion (DIPP), Ministry of Commerce & Industry.

**The Notification is available in the below link:**

[http://www.finmin.nic.in/the\\_ministry/dept\\_expenditure/ppcell/RelaxNorms\\_StarupMedEnterprise25072016.pdf](http://www.finmin.nic.in/the_ministry/dept_expenditure/ppcell/RelaxNorms_StarupMedEnterprise25072016.pdf)

The FAQs are available in the below link:

[http://dipp.nic.in/English/Investor/startupindia/FAQs\\_StartupIndia\\_30March2016.pdf](http://dipp.nic.in/English/Investor/startupindia/FAQs_StartupIndia_30March2016.pdf)

### 31 Deleted

### 32 Schedule-wise Evaluation

- 32.1 In case the List of Requirements contains more than one schedule, the responsive tenders will be evaluated and compared separately for each schedule. The tender for a schedule will not be considered if the complete requirements prescribed in that schedule are not included in the tender.

### 33 Comparison of Tenders

Unless mentioned otherwise in Section – III – Special Instructions to Tenderers and Section – VI – List of Requirements, the comparison of the responsive tenders shall be carried out on Delivery Duty Paid (DDP) consignee site basis. The quoted Site Modification Work prices and Comprehensive Annual Maintenance charges (CMC) prices will also be added for comparison/ranking purpose for evaluation. **“Net Present value (NPV) of the actual CMC price quoted for the required CMC period after the warranty period shall be considered for bid comparison and the NPV will be calculated after discounting the quoted CMC price by a discounting factor of 10% per annum.”**

### 34 Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders

- 34.1 Further to GIT Clause 34 above, the purchaser’s evaluation of a tender will include and take into account the following:
- i) In the case of goods manufactured in India or goods of foreign origin already located in India, GST or any other taxes which will be contractually payable (to the tenderer), on the goods if a contract is awarded on the tenderer; and
  - ii) Deleted.

- 34.2 The purchaser's evaluation of tender will also take into account the additional factors, if any, incorporated in SIT in the manner and to the extent indicated therein.
- 34.3 The Purchaser reserves the right to give the purchase preference to small-scale sectors etc. and purchase preference to central public sector undertakings as per the instruction in vogue while evaluating, comparing and ranking the responsive tenders.
- i. In exercise of powers conferred in Section 11 of the Micro, Small and Medium Enterprises Development (MSMED) Act 2006, the Government has notified a new Public Procurement Policy for Micro & Small Enterprises effective from 1<sup>st</sup> April 2012. The policy mandates that 25% of procurement of annual requirement of goods and services by all Central Ministries/Public Sector Undertakings will be from the micro and small enterprises. The Government has also earmarked a sub-target of 4% procurement of goods & services from MSEs owned by SC/ST entrepreneurs out of above said 25% quantity.
  - ii. In accordance with the above said notification, the participating Micro and Small Enterprises (MSEs) in a tender, quoting price within the band of L 1+15% would also be allowed to supply a portion of the requirement by bringing down their price to the L 1 price, in a situation where L 1 price is from someone other than an MSE. Such MSEs would be allowed to supply up to 25% of the total tendered value. In case there are more than one such eligible MSE, the 25% supply will be shared equally. Out of 25% of the quantity earmarked for supply from MSEs, 4% quantity is earmarked for procurement from MSEs owned by SC/ST entrepreneurs. However, in the event of failure of such MSEs to participate in the tender process or meet the tender requirements and the L 1 price, the 4% quantity earmarked for MSEs owned by SC/ST entrepreneurs will be met from other participating MSEs.
  - iii. The MSEs fulfilling the prescribed eligibility criteria and participating in the tender shall enclose with their tender a copy of their valid registration certificate with District Industries Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or any other body specified by Ministry of Micro and Small enterprises in support of their being an MSE, failing which their tender will be liable to be ignored.
  - iv. Special provision for Micro and Small Enterprise owned by women. Out of the total annual procurement from Micro and Small Enterprises, 3% from within the 25% target shall be earmarked for procurement from Micro and Small Enterprise owned by women.

**Note: "If the bidder is a MSME, it shall declare in the bid document the Udyog Aadhar Memorandum Number issued to it under the MSMED Act, 2006. If a MSME bidder do not furnish the UAM Number along with bid documents, such MSME unit will not be eligible for the benefits available under Public Procurement Policy for MSEs Order 2012."**

- 34.4 **Preference to Make in India:** As per the order issued by Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-BE-II dated 15.06.2017; the purchaser reserves the right to give preference to the local supplier. A copy of this order is enclosed at Appendix-A which will form a part of this TED for evaluation and ranking of bids. A local supplier (definition of 'local supplier' is given in clause 2 of the aforesaid order of DIPP) has to submit the following along with their tender(s) failing which their bid will be evaluated without considering such preference mentioned in the DIPP order dated 15.06.2017:

- a. The local supplier at the time of tender, bidding or solicitation shall be required to provide self-certification that the item offered meets the minimum local content and shall give details of the location(s) at which the local value addition is made.
- b. In cases of procurement for a value in excess of Rs. 10 crores. the local supplier shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.

The DIPP has notified a Public Procurement (Preference to Make in India) Order, 2017 vide Order no P-45021/2/2017-B.E-II dated 15th June 2017 (Annexure -1). The procurement policy for Micro & Small Enterprises 2012 has been notified under MSMED Act, 2006 (Annexure 2). The orders mandates that purchase preference shall be given to local suppliers and MSEs in all procurement undertaken by procuring entities. General principles as per above orders and criteria fixed by MoHFW shall be followed for various scenarios for award of contract. Accordingly, the criteria of award of contract will be as under:

- a. In procurement of goods where there is sufficient local capacity and local competition and where the estimated value of procurement is Rs.50 lakhs or less, only local suppliers shall be eligible.
- b. If the estimated value of procurement of goods is more than Rs.50 lakhs and which are divisible in nature, the following procedure would apply:
  - I. In case L1 firm is a local supplier :
    - i. The L1 bidder will be awarded full quantity or 75% quantity in case MSEs quotes are within margin of price preference and also accepts L-1 prices.
    - ii. MSME bidders falling under the margin of purchase preference would be awarded upto 25% of the tendered quantity subject to matching the L-1 rate.
  - II. In case L1 firm is not a local supplier :
    - i. 50% of the tender quantity shall be awarded to L1 bidder. Thereafter, the lowest bidder among the local suppliers, will be awarded remaining 50% quantity subject to the local supplier's quoted prices falling within margin of price preference and match the L1 price. In case such lowest eligible local supplier fail to match the L-1 price or accept less than the offered quantity, the next higher local supplier within the margin of purchase preference shall be invited to match the L-1 price for remaining quantity and so on, and contract shall be awarded accordingly.
    - ii. The MSME bidders falling under Purchase Preference would be awarded 25% of the tendered quantity subject to matching the L-1 price.
- c. If the estimated value of procurement of goods is more than Rs.50 lakhs and which are not divisible , the following procedure would apply:
  - (i). Among all qualified bids, the lowest bid will be termed as L-1. If L-1 is from local a local supplier, the contract will be awarded to L-1.
  - (ii). If L-1 is not from local supplier, the lowest bidder among the local suppliers, will be invited to match the L-1 price subject to local supplier's quoted prices falling within the margin of purchase preference, and the contract shall be awarded to such local supplier subject to matching the L-1 price.
  - (iii). In case such lowest eligible local supplier fails to match the L-1 price, the local supplier with the next higher bid within the margin of purchase preference shall be invited to match the L-1 price and so on and contract shall be awarded accordingly. In case none of the local suppliers within the margin of purchase preference matches the L-1 price then the contract may be awarded to L-1 bidder.

34.5 Minimum Local Content: A supplier shall be considered as local supplier provided the minimum local content of the offered item is 50%.

34.6 Margin of Purchase Preference: The margin of purchase preference shall be 25%.

34.7 Manufacture under license/technology collaboration agreements with phased indigenization are exempted from meeting the stipulated local content if the product is being manufactured in India under a license from a foreign manufacturer who holds intellectual property rights and where there is a technology collaboration agreement/transfer of technology agreement for indigenous manufacture of a product developed abroad with clear phasing of increase in local content

34.8 Verification of local content

a. The local supplier at the time of tender, bidding or solicitation shall be required to provide self-certification that the item offered meets the minimum local content and shall give details of the location(s) at which the local value addition is made.

b. In cases of procurement for a value in excess of Rs. 10 crores, the local supplier shall require to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.

c. Decisions on complaints relating to implementation of this Order shall be taken by the competent authority which is empowered to look into procurement-related complaints relating the procuring entity.

d. A constituted committee with internal and external experts will examine for independent verification of self-declarations and auditor's/accountant's certificates on random basis and in the case of complaints.

e. A fees of Rs.11,800/- (Eleven Thousand and Eight Hundred Only) (including GST) in the form of demand draft favouring HLL Infra Tech Services Ltd., payable at NOIDA, is required to be deposited with complaints for verification of local content.

f. False declarations will be breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151(iii) of the General Financial Rules along with such other actions as may be permissible under law.

g. A supplier who has been debarred by any procuring entity for violation of this Order shall not be eligible for preference under this Order for procurement by any other procuring entity for the duration of the debarment. The debarment for such other procuring entities shall take effect prospectively from the date on which it comes to the notice of other procurement entities.

### **35 Bidder's capability to perform the contract**

35.1 The purchaser, through the above process of tender scrutiny and tender evaluation will determine to its satisfaction whether the tenderer, whose tender has been determined as the lowest evaluated responsive tender is eligible, qualified and capable in all respects to perform the contract satisfactorily. If, there is more than one schedule in the List of Requirements, then, such determination will be made separately for each schedule.

35.2 The above mentioned determination will, inter alia, take into account the bidder's financial, technical and production capabilities for satisfying all the requirements of the purchaser as incorporated in the TE document. Such determination will be based upon scrutiny and examination of all relevant data and details submitted by the bidder in its tender as well as such other allied information as deemed appropriate by the purchaser.



35.3 Purchaser reserves the right to assess/verify the credentials and capability/capacity of the bidders/manufacturers before awarding the Rate Contracts.

### **36 Contacting the Purchaser**

36.1 From the time of submission of tender to the time of awarding the contract, if a bidder needs to contact the purchaser for any reason relating to this tender enquiry and/or its tender, it should do so only in writing.

36.2 In case a bidder attempts to influence the purchaser in the purchaser's decision on scrutiny, comparison & evaluation of tenders and awarding the contract, the tender of the bidder shall be liable for rejection in addition to appropriate administrative actions being taken against that bidder, as deemed fit by the purchaser.

## **G. AWARD OF RATE CONTRACT**

### **37 Purchaser's Right to accept any tender and to reject any or all tenders**

The Purchaser reserves the right to accept in part or in full any tender or reject any or more tender(s) without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of rate contract, without incurring any liability, whatsoever to the affected bidder or bidders.

### **38 Award Criteria**

38.1 Subject to GIT clause 37 above, the Rate Contract will be awarded to the lowest evaluated responsive bidder decided by the purchaser in terms of GIT Clause 35.

38.2 Provisions for Parallel Rate Contract:

HITES reserves the right to arrive at the reasonable L1 price and to conclude parallel Rate Contracts. In case, where price of L-1 is considered acceptable, Rate Contract will be concluded with the firm and its price will be counter offered to all other higher eligible quoting firms. Those who accept the counter offered prices or below may be awarded parallel rate contracts.

### **39 Letter of Award**

39.1 Before expiry of the tender validity period, the purchaser will notify the successful bidder(s) in writing, by registered/speed post or by fax/email that its tender for goods & services, which have been selected by the purchaser, has been accepted for conclusion of Rate Contract, also briefly indicating therein the essential details like description, specification and delivery of the goods & services and corresponding prices accepted.

39.2 The successful bidder must furnish to the purchaser the required performance security as indicated in the Supply Orders placed against the Rate Contract within **Twenty One** days from the date of issue/dispatch of Supply Order. Relevant details about the performance security have been provided under GCC Clause 5 under Section IV.

39.3 The Supply Orders placed against the Rate Contract constitute the conclusion of the contract.

### **40 Issue of Rate Contract**

- 40.1 Promptly after notification of Rate Contract, the Purchaser will place the Rate Contract form (as per Section XVI) duly completed and signed, in duplicate, to the successful bidder/bidders.
- 40.2 Within twenty one days from the date of the contract, the successful bidder shall return the original copy of the contract, duly signed and dated, to the Purchaser by registered/speed post.

**41 Non-receipt of Performance Security and contract by the Purchaser/Consignee**

Failure of the successful bidder in providing performance security and/or returning contract copy duly signed in terms of GIT clauses 39 and 40 above shall make the bidder liable for forfeiture of its EMD and, also, for further actions by the Purchaser against it as per the clause 24 of GCC – Termination of default.

**42 Return of EMD**

The earnest money of the unsuccessful bidders will be returned to them without any interest, whatsoever, in terms of GIT clause 19.6

**43 Publication of Tender Result**

The name and address of the successful bidder(s) receiving the Rate Contract(s) will be mentioned in the notice board/bulletin/website of the purchaser.

**44 Book examination clause**

- 44.1 The contractor shall whenever called upon and requiring to produce or cause to be produced for examination by the Purchaser, any cost or other account, book of account voucher, receipt, letter, memorandum, paper or writing or any copy of or extract from such document and also furnish information any wise relating to such transaction and produce before the duly authorised representative of the Purchaser returns verified in such manner as may be required relating, in any way to the execution of this contract or relevant for verifying or ascertaining the cost of execution of this contract (the decision of Purchaser on the question of relevancy of any document, information or return being final and binding on the parties). The obligation imposed by this clause is without prejudice to the obligations of the contractor under any statute, rules or orders and shall be binding on the contractor.
- 44.2 The contractor shall, if the Purchaser so requires (whether before or after the prices have been finally fixed), afford facilities to the Purchaser to visit the contractor's works for the purpose of examining the cost or production of the articles. If any portion of the work be entrusted or carried out by a sub-contractor or any of its subsidiary or allied firm or company, the authorised representative of Purchaser shall have the power to examine all the relevant book of such sub-contract or any subsidiary of allied firm or company shall be open to his inspection as mentioned in clause 44.1.
- 44.3 If on such examination, it is established that the contracted price is in excess of the actual cost plus reasonable margin of profit, the Purchaser shall have the right to reduce the price and determine the amount to a reasonable level.
- 44.4 Where a contract provides for book examination clause, to contractor or its agency bound to allow examination of its books within a period of 60 days from the date the notice is received

by the contractor, or its agencies calling for the production of documents as under clause 44.1 above. In the event of contractor's or his agencies failure to do so, the contract price would be reduced and determined according to the best judgement of the purchaser which would be final and binding on the contractor and his agencies.

#### **45 Integrity Pact**

- 45.1 The Bidders/bidders may note that it is prescribed to use, practice and observe all the best, clean, ethical, honest and legal means & behaviour maintaining complete transparency and fairness in all activities concerning Bidding, Contracting/Rate Contracting and performance thereto for which the "Integrity Pact" shall be executed between Firm and Purchaser as per the format provided as Section-XX to be attached with the bid duly signed.

#### **46 Cartel Formation**

- 46.1 Cartel Formation and Quoting Prices in Pool – Bidders may note that offers of such firms who resort to unethical practice of cartel formation and quote prices in a pool shall be rejected and their offers shall also not be considered for award of RC for the next two years.

## SECTION - III

### SPECIAL INSTRUCTIONS TO TENDERERS (SIT)

Sl. No.	GIT Clause No.	Topic	SIT Provision	Page No.
A	1 to 7	Preamble	No Change	
B	8 to 10	TE documents	No Change	
C	11 to 21	Preparation of Tenders	Change	
D	22 to 24	Submission of Tenders	Change	
E	25	Tender Opening	No Change	
F	26 to 37	Scrutiny and Evaluation of Tenders	No Change	
G	38 to 45	Award of Contract	No Change	

The following Special Instructions to Tenderers will apply for this purchase. These special instructions will modify/substitute/supplement the corresponding General Instructions to Tenderers (GIT) incorporated in Section II. The corresponding GIT clause numbers have also been indicated in the text below:

In case of any conflict between the provision in the GIT and that in the SIT, the provision contained in the SIT shall prevail.

#### SUBMISSION OF e-TENDERS

- (i) All the necessary documents as prescribed in the NIT shall be prepared and scanned in different files (in PDF format as prescribed) and uploaded for on-line submission of Proposal.
- (ii) Except Tender Processing Fee and EMD, all document(s)/ information(s) including the Financial Proposal (i.e. **FORMAT FOR SUBMISSION OF FINANCIAL PROPOSAL**) should be uploaded **online only** in the prescribed format given in the website. No other mode of submission shall be acceptable.
  - i) The prospective bidders may **scan the documents in low resolution (75 to 100 DPI)** instead of 200 DPI. The documents may be scanned for further lower resolution (if possible). This would reduce the size of the Cover and would be uploaded faster.
  - ii) The Individual file size of uploading is restricted up to 5 MB. Bidders may upload multiple files (Not exceeding 5 MB individually) & give relevant file name indicating the contents.
  - iii) The file name of price bid should match the file of the price bid format uploaded by the purchaser in the portal. This can be downloaded from the **Notes & Attachment** under **Details** of item when the event is in **Display Mode**.

**SECTION - IV**  
**GENERAL CONDITIONS OF CONTRACT (GCC)**

**TABLE OF CLAUSES**

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## GENERAL CONDITIONS OF CONTRACT (GCC)

### 1. Application

- 1.1 The General Conditions of Contract incorporated in this section shall be applicable for this purchase to the extent the same are not superseded by the Special Conditions of Contract prescribed under Section V, List of requirements under Section VI and Technical Specification under Section VII of this document.
- 1.2 The parties to the contract, which shall be deemed to be “Rate Contract” and which is intended for the supply of stores of the descriptions set forth in the Tender during the period therein specified shall be the contractor on the one part and the Purchaser(s) named in the Schedule to Tender.
- 1.3 Subject as hereinafter mentioned, no guarantee can be given as to the number or quantity of the stores which will be ordered during the period of the rate contract which is only in the nature of standing offer from the Contractor but the purchaser(s) undertakes(s) to order from the contractor all stores as detailed in the schedule of stores and prices which he/they require(s) to purchase except that he/they reserve(s) the right (1) of submitting to competition any supply of articles included in the contract the total value of which exceeds such amount as the Purchaser (whose decision shall be final), may determine upon consideration of the tenders, (2) of placing this contract simultaneously at any time during its period with one or more contractors as he/they may think fit, and (3) of obtaining from any source any stores referred to in the contract to meet an emergency, if the Purchaser (whose decision will be final) is satisfied that the contractor is not in a position to supply specific quantities or numbers within the period in which supplies are required

### 2. Use of contract documents and information

- 2.1 The supplier shall not, without the purchaser’s prior written consent, disclose the contract or any provision thereof including any specification, drawing, sample or any information furnished by or on behalf of the purchaser in connection therewith, to any person other than the person(s) employed by the supplier in the performance of the contract emanating from this TE document. Further, any such disclosure to any such employed person shall be made in confidence and only so far as necessary for the purposes of such performance for this contract.
- 2.2 Further, the supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GCC sub-clause 2.1 above except for the sole purpose of performing this contract.
- 2.3 Except the contract issued to the supplier, each and every other document mentioned in GCC sub-clause 2.1 above shall remain the property of the purchaser and, if advised by the purchaser, all copies of all such documents shall be returned to the purchaser on completion of the supplier’s performance and obligations under this contract.

### 3. Patent Rights

- 3.1 The supplier shall, at all times, indemnify and keep indemnified the purchaser, free of cost, against all claims which may arise in respect of goods & services to be provided by the supplier under the contract for infringement of any intellectual property rights or any other right protected by patent, registration of designs or trademarks. In the event of any such claim in respect of alleged breach of patent, registered designs, trademarks etc. being made against the purchaser, the purchaser shall notify the supplier of the same and the supplier shall, at his own expenses take care of the same for settlement without any liability to the purchaser.

#### 4. Country of Origin

- 4.1 All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations.
- 4.3 The word “origin” incorporated in this clause means the place from where the goods are mined, cultivated, grown, manufactured, produced or processed or from where the services are arranged.
- 4.4 The country of origin may be specified in the Price Schedule

#### 5. Performance Security

- 5.1 Within Twenty One (21) days from date of the placement of supply order against Rate Contract by the Purchaser, the supplier, shall furnish performance security to the Purchaser for an amount equal to ten percent (10%) of the total value of the supply order placed against Rate Contract, valid up to sixty (60) days after the date of completion of all contractual obligations by the supplier, including the warranty obligations.
- 5.2 The Performance security shall be denominated in Indian Rupees or in the currency of the contract as detailed below:

It shall be in any one of the forms namely Account Payee Demand Draft or Fixed Deposit Receipt drawn from any Scheduled bank in India or Bank Guarantee issued by a Scheduled bank in India, in the prescribed form as provided in section XV of this document in favour of the Purchaser/Consignee. The validity of the Fixed Deposit receipt or Bank Guarantee will be for a period up to sixty (60) days beyond Warranty Period.

- 5.3 In the event of any failure /default of the supplier with or without any quantifiable loss to the government/purchaser including furnishing of consignee wise Bank Guarantee for CMC security as per Proforma in Section XV, the amount of the performance security is liable to be forfeited. The Administration Department may do the needful to cover any failure/default of the supplier with or without any quantifiable loss to the Government/purchaser.
- 5.4 In the event of any amendment issued to the contract, the supplier shall, within twenty-one (21) days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.
- 5.5 The supplier shall enter into Annual Comprehensive Maintenance Contract as per the ‘Contract Form – B’ in Section XVI with respective consignees, 3 (three) months prior to the completion of Warranty Period. The AMC will commence from the date of expiry of the Warranty Period.
- 5.6 Subject to GCC sub – clause 5.3 above, the Purchaser/Consignee will release the Performance Security without any interest to the supplier on completion of the supplier’s all contractual obligations including the warranty obligations & after receipt of Consignee wise bank guarantee for CMC security in favour of Head of the Institute of the consignee as per the format in Section XV.

#### 6. Technical Specifications and Standards

- 6.1 The Goods & Services to be provided by the supplier under this contract shall conform to the technical specifications and quality control parameters mentioned in ‘Technical Specification’ and ‘Quality Control Requirements’ under Sections VII and VIII of this document.

## **7. Packing and Marking**

7.1 The packing for the goods to be provided by the supplier should be strong and durable enough to withstand, without limitation, (the entire journey during transit to their final destination as indicated in the contract), rough handling, extreme weather conditions etc. so that there is no damage, deterioration etc. As and if necessary, the size, weights and volumes of the packing cases shall also take into consideration, the remoteness of the final destination of the goods and availability or otherwise of transport and handling facilities at all points during transit up to final destination as per the contract.

7.2 The quality of packing, the manner of marking within & outside the packages and provision of accompanying documentation shall strictly comply with the requirements as provided in Technical Specifications and in SCC. In case the packing requirements are amended due to issue of any amendment to the contract, the same shall also be taken care of by the supplier accordingly.

7.3 Packing instructions:

Unless otherwise mentioned in the Technical Specification and in SCC, the supplier shall make separate packages for each consignee (in case there is more than one consignee mentioned in the contract) and mark each package on three sides with the following with indelible paint of proper quality:

- a. Contract number and date
- b. Brief description of goods including quantity
- c. Packing list reference number
- d. Country of origin of goods
- e. Consignee's name and full address and
- f. Supplier's name and address

## **8. Inspection, Testing and Quality Control**

8.1 The Contractor should satisfy himself that the Stores are in accordance with terms of the Contract and fully conform to the required specification by carrying out a thorough pre-inspection of each lot of the stores before actually tendering the same for inspection to the Inspection Agency nominated under the terms of contract. Such precaution on the part of the Contractor minimises the chances of rejection and the consequences thereof.

8.2 The purchaser and/or its nominated representative(s) will /shall be at consignee site, without any extra cost to the purchaser, inspect and/or test the ordered goods and the related services to confirm their conformity to the contract specifications and other quality control details incorporated in the contract. The purchaser shall inform the supplier in advance, in writing, the purchaser's programme for such inspection and, also the identity of the officials to be deputed for this purpose. The cost towards the transportation, boarding & lodging will be borne by the purchaser and/or its nominated representative(s).

8.3 The Technical Specification and Quality Control Requirements incorporated in the contract shall specify what inspections and tests are to be carried out and, also, where and how they are to be conducted. If such inspections and tests are conducted in the premises of the supplier or its subcontractor(s), all reasonable facilities and assistance, including access to relevant drawings, design details and production data, shall be furnished by the supplier to the purchaser's inspector at no charge to the purchaser.

8.4 If during such inspections and tests the contracted goods fail to conform to the required specifications and standards, the purchaser's inspector may reject them and the supplier shall either replace the rejected goods or make all alterations necessary to meet the specifications and



standards, as required, free of cost to the purchaser and resubmit the same to the purchaser's inspector for conducting the inspections and tests again.

- 8.5 In case the contract stipulates pre-despatch inspection of the ordered goods at supplier's premises, the supplier shall put up the goods for such inspection to the purchaser's inspector well ahead of the contractual delivery period, so that the purchaser's inspector is able to complete the inspection within the contractual delivery period. The goods, should, on no account be dispatched /delivered without getting the same inspected and passed by the inspecting officer stipulated in the contract.
- 8.6 If the supplier tenders the goods to the purchaser's inspector for inspection at the last moment without providing reasonable time to the inspector for completing the inspection within the contractual delivery period, the inspector may carry out the inspection and complete the formality beyond the contractual delivery period at the risk and expense of the supplier. The fact that the goods have been inspected after the contractual delivery period will not have the effect of keeping the contract alive and this will be without any prejudice to the legal rights and remedies available to the purchaser under the terms & conditions of the contract.
- 8.7 The purchaser's/consignee's contractual right to inspect, test and, if necessary, reject the goods after the goods' arrival at the final destination shall have no bearing of the fact that the goods have previously been inspected and cleared by purchaser's inspector during pre-despatch inspection mentioned above. On rejection the supplier shall remove such stores within 14 days of the date of intimation of such rejection from consignee's premises. If such goods are not removed by the supplier within the period aforementioned, the purchaser/consignee may remove the rejected stores and either return the same to the supplier at his risk and cost by such mode of transport as purchaser/consignee may decide, or dispose of such goods at the supplier's risk to recover any expense incurred in connection with such disposals and also the cost of the rejected stores if already paid for.
- 8.8 Goods accepted by the purchaser/consignee and/or its inspector at initial inspection and in final inspection in terms of the contract shall in no way dilute purchaser's/consignee's right to reject the same later, if found deficient in terms of the warranty clause of the contract, as incorporated under GCC Clause 15.

## **9. Terms of Delivery**

Goods shall be delivered by the supplier in accordance with the terms of delivery as specified in the list of requirement.

## **10. Transportation of Goods**

### **Instructions for transportation of domestic goods including goods already imported by the supplier.**

In case no instruction is provided in this regard in the SCC, the supplier will arrange transportation of the ordered goods as per its own procedure. The supplier shall be responsible for all loss, destructions, damage or deterioration of or to the goods from any cause whatsoever while the goods after approval by the inspector are awaiting despatch or delivery.

## **11. Insurance:**

Unless otherwise instructed in the SCC, the supplier shall make arrangements for insuring the goods at his cost against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the following manner:

In case of supply of goods on Consignee site basis, the supplier shall be responsible till the entire stores contracted for arrival in good condition at destination. The transit risk in this respect shall

be covered by the Supplier by getting the stores duly insured for an amount equal to 110% of the value of the goods from “warehouse to warehouse” (consignee site) on all risk basis. The insurance cover shall be obtained by the Supplier and should be valid till 3 months after the receipt of goods by the Consignee.

If the equipment is not commissioned and handed over to the consignee within 3 months, the insurance will be got extended by the supplier at their cost till the successful installation, testing, commissioning and handing over of the goods to the consignee is completed. In case the delay in the installation and commissioning is due to handing over of the site to the supplier by the consignee, such extensions of the insurance will still be done by the supplier, but the insurance extension charges at actual will be reimbursed.

## **12. Spare parts**

1.1 If specified in the List of Requirements and in the resultant contract, the supplier shall supply/provide any or all of the following materials, information etc. pertaining to spare parts manufactured and/or supplied by the supplier including their prices:

- a) Spare Parts list and prices of parts, consumables should be mentioned clearly and quoted. Bidder should also mention regarding the availability of spares for at least ten years.
- b) The spare parts as selected by the Purchaser/Consignee to be purchased from the supplier, subject to the condition that such purchase of the spare parts shall not relieve the supplier of any contractual obligation including warranty obligations; and
- c) In case the production of the spare parts is discontinued:
  - i. Sufficient advance notice to the Purchaser/Consignee before such discontinuation to provide adequate time to the purchaser to purchase the required spare parts etc., and
  - ii. Immediately following such discontinuation, providing the Purchaser/Consignee, free of cost, the designs, drawings, layouts and specifications of the spare parts, as and if requested by the Purchaser/Consignee.

12.2 Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the goods so that the same are supplied to the Purchaser/Consignee promptly on receipt of order from the Purchaser/Consignee.

## **13. Incidental services**

Subject to the stipulation, if any, in the SCC (Section – V), List of Requirements (Section – VI) and the Technical Specification (Section – VII), the supplier shall be required to perform the following services.

- i) Installation & commissioning, Supervision and Demonstration of the goods
- ii) Providing required jigs and tools for assembly, minor civil works required for the completion of the installation.
- iii) Training of Consignee’s Staff, operators etc. for operating and maintaining the goods
- iv) Supplying required number of operation & maintenance manual for the goods

## **14. Distribution of Dispatch Documents for Clearance/Receipt of Goods**

The supplier shall send all the relevant despatch documents well in time to the Purchaser/Consignee to enable the Purchaser/Consignee clear or receive (as the case may be) the goods in terms of the contract.

Unless otherwise specified in the SCC, the usual documents involved and the drill to be followed in general for this purpose are as follows.

Within 24 hours of despatch, the supplier shall notify the purchaser, consignee, and others concerned if mentioned in the contract, the complete details of despatch and also supply the following documents to them:

- (i) Four copies of supplier's invoice showing contract number, goods description, quantity, unit price and total amount;
- (ii) Two copies of packing list identifying contents of each package;
- (iii) Inspection certificate issued by the nominated Inspection agency, if any.
- (iv) Certificate of origin (in case goods are of foreign origin);
- (v) Insurance Certificate as per GCC Clause 11.
- (vi) Manufacturers/Supplier's warranty certificate & In-house inspection certificate.

## 15. Warranty

- 15.1 The supplier warrants comprehensively that the goods supplied under the contract is new, unused and incorporate all recent improvements in design and materials unless prescribed otherwise by the purchaser in the contract. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design, materials (*except when the design adopted and/or the material used are as per the Purchaser's/Consignee's specifications*) or workmanship or from any act or omission of the supplier, that may develop under normal use of the supplied goods under the conditions prevailing in India.
- 15.2 This warranty shall remain valid for the period as mentioned in the SCC Section-V/ List of Requirement Section VI, after the goods or any portion thereof as the case may be, have been delivered to the final destination and installed and commissioned at the final destination and accepted by the Purchaser/Consignee in terms of the contract, unless specified otherwise in the SCC.
- a. No conditional warranty will be acceptable.
  - b. Warranty as well as Comprehensive Maintenance contract will be inclusive of all accessories and Turnkey work.
  - c. Replacement and repair will be under taken for the defective goods.
  - d. Proper marking has to be made for all spares for identification like printing of installation and repair dates.
- 15.3 In case of any claim arising out of this warranty, the Purchaser/Consignee shall promptly notify the same in writing to the supplier. The period of the warranty will be as per G.C.C clause number 15.2 above irrespective of any other period mentioned elsewhere in the bidding documents.
- 15.4 Upon receipt of such notice, the supplier shall, within 24 hours on a 24(hrs) X 7 (days) X 365 (days) basis respond to take action to repair or replace the defective goods or parts thereof, free of cost, at the ultimate destination. The supplier shall take over the replaced parts/goods after providing their replacements and no claim, whatsoever shall lie on the purchaser for such replaced parts/goods thereafter. The penalty clause for non-rectification will be applicable as per tender conditions.
- 15.5 In case the supplier is not able to rectify the defects to the full satisfaction of the purchaser the goods shall have to be replaced with a new one. The decision of the purchaser in this respect shall be final and binding on the supplier.
- 15.6 If the supplier, having been notified, fails to respond to take action to repair or replace the defect(s) within 24 hours on a 24(hrs) X 7 (days) X 365 (days) basis, the purchaser may proceed to take such remedial action(s) as deemed fit by the purchaser, at the risk and expense of the

supplier and without prejudice to other contractual rights and remedies, which the purchaser may have against the supplier.

- 15.7 During Warranty period, the supplier is required to visit at each consignee's site at least once in 6 months commencing from the date of the installation for preventive maintenance of the goods
- 15.8 The Purchaser/Consignee reserve the rights to enter into Annual Comprehensive Maintenance Contract between Consignee and the Supplier for the period as mentioned in Section VII, Technical Specifications after the completion of warranty period.
- 15.9 The supplier along with its Indian Agent and the CMC provider shall ensure continued supply of the spare parts for the machines and equipment supplied by them to the purchaser for 10 years from the date of installation and handing over.

## **16. Assignment**

The Supplier shall not assign, either in whole or in part, its contractual duties, responsibilities and obligations to perform the contract, except with the Purchaser's prior written permission.

## **17. Sub Contracts**

- 17.1 The Supplier shall notify the Purchaser in writing of all sub contracts awarded under the contract if not already specified in its tender. Such notification, in its original tender or later, shall not relieve the Supplier from any of its liability or obligation under the terms and conditions of the contract.
- 17.2 Sub contract shall be only for bought out items and sub-assemblies.
- 17.3 Sub contracts shall also comply with the provisions of GCC Clause 4 ("Country of Origin").

## **18. Modification of contract**

- 18.1 If necessary, the purchaser may, by a written order given to the supplier at any time during the currency of the contract, amend the contract by making alterations and modifications within the general scope of contract in any one or more of the following:
- a) Specifications, drawings, designs etc. where goods to be supplied under the contract are to be specially manufactured for the purchaser,
  - b) Mode of packing,
  - c) Incidental services to be provided by the supplier
  - d) Mode of despatch,
  - e) Place of delivery, and
  - f) Any other area(s) of the contract, as felt necessary by the purchaser depending on the merits of the case.
- 18.2 In the event of any such modification/alteration causing increase or decrease in the cost of goods and services to be supplied and provided, or in the time required by the supplier to perform any obligation under the contract, an equitable adjustment shall be made in the contract price and/or contract delivery schedule, as the case may be, and the contract amended accordingly. If the supplier doesn't agree to the adjustment made by the Purchaser/Consignee, the supplier shall convey its views to the Purchaser/Consignee within twenty-one days from the date of the supplier's receipt of the Purchaser's/Consignee's amendment / modification of the contract.

## **19. Prices**

Prices to be charged by the supplier for supply of goods and provision of services in terms of the contract shall not vary during currency of the Rate Contract period from the corresponding prices

quoted by the supplier in its tender and incorporated in the Rate Contract except for any price adjustment authorised in the SCC.

## **20. Taxes and Duties**

- 20.2 For goods manufactured outside the Purchaser's Country, the Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the Purchaser's Country.
- 20.3 For goods Manufactured within the Purchaser's country, the Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.
- 20.4 If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in the Purchaser's Country, the Purchaser shall use its best efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent.

## **21. Terms and Mode of Payment**

### **21.1 Payment Terms**

Payment shall be made in Indian Rupees subject to recoveries, if any, by way of liquidated damages or any other charges as per terms & conditions of contract in the following manner.

#### **A) On delivery:**

80% payment of the contract price shall be paid on receipt of goods in good condition and upon the submission of the following documents:

- (i) Four copies of supplier's invoice showing contract number, goods description, quantity, unit price and total amount;
- (ii) Consignee Receipt Certificate as per Section XVII in original issued by the authorized representative of the consignee;
- (iii) Two copies of packing list identifying contents of each package;
- (iv) Inspection certificate issued by the nominated Inspection agency, if any.
- (v) Insurance Certificate as per GCC Clause 11
- (vi) Certificate of origin (in case the goods are of foreign origin).

#### **B) On Acceptance:**

Balance 20% payment would be made against 'Final Acceptance Certificate' as per Section XVIII of goods to be issued by the consignees subject to recoveries, if any, either on account of non-rectification of defects/deficiencies not attended by the Supplier or otherwise.

#### **C) Payment of Turnkey, if any:**

Turnkey payment will be made against copy of 'Final Acceptance Certificate' as per Section XVIII subject to recoveries, if any, either on account of non-rectification of defects/deficiencies not attended by the Supplier or otherwise.

#### **D) Payment for Annual Comprehensive Maintenance Contract Charges, if applicable:**

The consignee may enter into CMC with the supplier at the rates as stipulated in the Rate Contract. The payment of CMC will be made on six monthly basis after satisfactory completion of said period, duly certified by the consignee on receipt of bank guarantee for an amount equivalent to 2.5% of the cost of the equipment as per contract in the prescribed format given in Section XV valid till 2 months after expiry of entire CMC period.

- 21.2 The supplier shall not claim any interest on payments under the contract.

- 21.3 Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other tax as applicable will be made from the bills payable to the Supplier at rates as notified from time to time.
- 21.4 Deleted
- 21.5 The payment shall be made in the currency / currencies authorised in the contract.
- 21.6 The supplier shall send its claim for payment in writing, when contractually due, along with relevant documents etc., duly signed with date, to respective consignees.
- 21.7 While claiming payment, the supplier is also to certify in the bill that the payment being claimed is strictly in terms of the contract and all the obligations on the part of the supplier for claiming that payment has been fulfilled as required under the contract.
- 21.8 While claiming reimbursement of duties, taxes etc. (like sales tax, excise duty, custom duty) from the Purchaser/Consignee, as and if permitted under the contract, the supplier shall also certify that, in case it gets any refund out of such taxes and duties from the concerned authorities at a later date, it (the supplier) shall refund to the Purchaser/Consignee forthwith.
- 21.9 In case where the supplier is not in a position to submit its bill for the balance payment for want of receipted copies of Inspection Note from the consignee and the consignee has not complained about the non-receipt, shortage, or defects in the supplies made, balance amount will be paid by the paying authority without consignee's receipt certificate after three months from the date of the preceding part payment for the goods in question, subject to the following conditions:
- (a) The supplier will make good any defect or deficiency that the consignee (s) may report within six months from the date of despatch of goods.
  - (b) Delay in supplies, if any, has been regularized.
  - (c) The contract price where it is subject to variation has been finalized.
  - (d) The supplier furnishes the following undertakings:

"I/We, \_\_\_\_\_ certify that I/We have not received back the Final Acceptance certificate from consignee or any communication from the purchaser or the consignee about non-receipt, shortage or defects in the goods supplied. I/We \_\_\_\_\_ agree to make good any defect or deficiency that the consignee may report within three months from the date of receipt of this balance payment.

## 22. Delivery Schedule

- 22.1 The supplier shall deliver the goods and perform the services under the contract within the time schedule specified in the Supply Order. **The time for and the date of delivery of the goods stipulated in the schedule shall be deemed to be of the essence of contract and the delivery must be completed not later than the date(s) as specified in the Contract.**
- 22.2 Subject to the provision under GCC clause 26, any unexcused delay by the supplier in maintaining its contractual obligations towards delivery of goods and performance of services shall render the supplier liable to any or all of the following sanctions:
- a. Imposition of liquidated damages,
  - b. Forfeiture of its performance security and
  - c. Termination of the contract for default.
- 22.3 If at any time during the currency of the contract, the supplier encounters conditions hindering timely delivery of the goods and performance of services, the supplier shall promptly inform the Purchaser/Consignee in writing about the same and its likely duration and make a request to the Purchaser/Consignee for extension of the delivery schedule accordingly. On receiving the supplier's communication, the Purchaser shall examine the situation as soon as possible and, at its

discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of supplier's contractual obligations by issuing an amendment to the contract.

- 22.4 When the period of delivery is extended due to unexcused delay by the supplier, the amendment letter extending the delivery period shall, inter alia contain the following conditions:
- a) The Purchaser shall recover from the supplier, under the provisions of the clause 23 of the General Conditions of Contract, liquidated damages on the goods and services, which the Supplier has failed to deliver within the delivery period stipulated in the contract.
  - b) That no increase in price on account of any ground, whatsoever, including any stipulation in the contract for increase in price on any other ground and, also including statutory increase in or fresh imposition of GST or on account of any other tax or duty which may be levied in respect of the goods and services specified in the contract, which takes place after the date of delivery stipulated in the contract shall be admissible on such of the said goods and services as are delivered and performed after the date of the delivery stipulated in the contract.
  - c) But nevertheless, the Purchaser shall be entitled to the benefit of any decrease in price on account of reduction in or remission of GST or any other duty or tax or levy or on account of any other grounds, which takes place after the expiry of the date of delivery stipulated in the contract.
- 22.5 The supplier shall not dispatch the goods after expiry of the delivery period. The supplier is required to apply to the Purchaser for extension of delivery period and obtain the same before despatch. In case the supplier dispatches the goods without obtaining an extension, it would be doing so at its own risk and no claim for payment for such supply and / or any other expense related to such supply shall lie against the purchaser.

## **22.6 Passing of Property:**

- 22.6.1 The property in the goods shall not pass to the purchaser unless and until the goods have been delivered to the consignee in accordance with the conditions of the contract.
- 22.6.2 Where there is a contract for sale of specific goods and the supplier is bound to do something to the goods for the purpose of putting them into a deliverable state the property does not pass until such thing is done.
- 22.6.3 Unless otherwise agreed, the goods remain at the supplier's risk until the property therein is transferred to the purchaser.

## **23. Liquidated damages**

Subject to GCC clause 26, if the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the Supply Order, the Purchaser shall, without prejudice to other rights and remedies available to the Purchaser under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% per week of delay or part thereof on delayed supply of goods and/or services until actual delivery or performance subject to a maximum of 10% of the contract price. Once the maximum is reached Purchaser may consider termination of the contract as per GCC 24.

During the above-mentioned delayed period of supply and / or performance, the conditions incorporated under GCC sub-clause 22.4 above shall also apply.

## **24. Termination for default**

- 24.1 The Purchaser, without prejudice to any other contractual rights and remedies available to it (the Purchaser), may, by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other

contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by the Purchaser pursuant to GCC sub-clauses 22.3 and 22.4.

- 24.2 In the event of the Purchaser terminating the contract in whole or in part, pursuant to GCC sub-clause 24.1 above, the Purchaser will forfeit the performance security and may procure goods and/or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit. The supplier shall be liable to the Purchaser for the extra expenditure, if any, incurred by the Purchaser for arranging such procurement.
- 24.3 Unless otherwise instructed by the Purchaser, the supplier shall continue to perform the contract to the extent not terminated.
- 24.4 If the Supplier, in the judgement of Purchaser has engaged in fraud and corruption, as defined in GCC Clause 37, in competing or in executing the Contract.

## **25. Termination for insolvency / Convenience**

- 25.1 If the supplier becomes bankrupt or otherwise insolvent, the purchaser reserves the right to terminate the contract at any time, by serving written notice to the supplier without any compensation, whatsoever, to the supplier, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and / or will accrue thereafter to the Purchaser.
- 25.2 Termination for Convenience
- (a) The Purchaser, by notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
- (b) The Goods that are complete and ready for shipment within twenty-eight (28) days after the Supplier's receipt of notice of termination shall be accepted by the Purchaser at the Contract terms and prices. For the remaining Goods, the Purchaser may elect:
- (i) To have any portion completed and delivered at the Contract terms and prices; and/or
- (ii) To cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Related Services and for materials and parts previously procured by the Supplier.

## **26. Force Majeure**

- 26.1 Notwithstanding the provisions contained in GCC clauses 22, 23 and 24, the supplier shall not be liable for imposition of any such sanction so long the delay and/or failure of the supplier in fulfilling its obligations under the contract is the result of an event of Force Majeure.
- 26.2 For purposes of this clause, Force Majeure means an event beyond the control of the supplier and not involving the supplier's fault or negligence and which is not foreseeable and not brought about at the instance of , the party claiming to be affected by such event and which has caused the non-performance or delay in performance. Such events may include, but are not restricted to, acts of the Purchaser/Consignee either in its sovereign or contractual capacity, wars or revolutions, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes executed by its employees, lockouts executed by its management, and freight embargoes.
- 26.3 If a Force Majeure situation arises, the supplier shall promptly notify the Purchaser/Consignee in writing of such conditions and the cause thereof within twenty one days of occurrence of such event. Unless otherwise directed by the Purchaser/Consignee in writing, the supplier shall



continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

- 26.4 If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding sixty days, either party may at its option terminate the contract without any financial repercussion on either side.
- 26.5 In case due to a Force Majeure event the Purchaser/Consignee is unable to fulfil its contractual commitment and responsibility, the Purchaser/Consignee will notify the supplier accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

## **27. Purchaser's Right to Short Close/Revocation/Cancellation of the Rate Contract**

- 27.1 Since the rate contract is a standing offer and is merely a document embodying various terms of the standing offer made by the Contractor, the purchaser can legally cancel the Rate Contract at any time during the currency of the contract giving a reasonable opportunity to the contractor to represent against such cancellation. The revocation/cancellation of the Rate Contract shall take effect immediately thereafter. Any order placed by the Purchaser after the date of cancellation of the Rate Contract should not be taken up by the contractor for execution. The purchaser may, at its option negotiate with the Contractor so as to bring the R/C prices in line with the Market prices, whenever market fluctuation affects prices abnormally. If the negotiation fails, then the Rate Contract will be foreclosed and fresh Rate Contract will be concluded separately.
- 27.2 Either party namely, the R/C holder/the Purchaser can legally revoke/cancel the Rate Contract at any time during the currency of the Rate Contract giving a notice of 15 days. The revocation of the Rate Contract on the part of R/C holder shall take effect 15 days from the date of the communication of revocation is received by the Purchaser. The cancellation of the Rate Contract by the Purchaser shall take effect 15 days from the date of issue of letter notifying the short closure.

The notice-cum-cancellation of Rate Contract letter to be issued by the Purchaser given in **Section-XXII** and the R/C holder can revoke the Rate Contract by making the application in the Form given in **Section XXII**.

## **28. Governing language**

- 28.1 The Rate Contract shall be written in English language following the provision as contained in GIT clause 4. All correspondence and other documents pertaining to the Rate Contract, which the parties exchange, shall also be written accordingly in that language. Supply orders placed based on the Rate Contract shall also be written in English language.

## **29. Notices**

- 29.1 Notice, if any, relating to the contract given by one party to the other, shall be sent in writing or by email or facsimile and confirmed in writing. The procedure will also provide the sender of the notice, the proof of receipt of the notice by the receiver. The addresses of the parties for exchanging such notices will be the addresses as incorporated in the contract.
- 29.2 The effective date of a notice shall be either the date when delivered to the recipient or the effective date specifically mentioned in the notice, whichever is later.

## **30. Resolution of disputes**

- 30.1 If dispute or difference of any kind shall arise between the Purchaser/Consignee and the supplier in connection with or relating to the Rate Contract, the parties shall make every effort to resolve the same amicably by mutual consultations.

30.2 If the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, then, unless otherwise provided in the SCC, either the Purchaser/Consignee or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 1996 of India. Such dispute or difference shall be referred to the sole arbitrator appointed by the Chairman & Managing Director of HLL Life care Limited. The award of the arbitrator shall be final and binding on the parties to the contract subject to the provision that the Arbitrator shall give reasoned award in case the value of claim in reference exceeds Rupees One Lac (Rs. 1,00,000/-).

30.3 Venue: The venue of arbitration shall be Delhi/New Delhi (India)/NCR.

### 31. **Applicable Law**

The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.

### 32. **Withholding and Lien in respect of sums claimed**

Whenever any claim for payment arises under the contract against the supplier the purchaser shall be entitled to withhold and also have a lien to retain such sum from the security deposit or sum of money arising out of under any other contract made by the supplier with the purchaser, pending finalization or adjudication of any such claim.

It is an agreed term of the contract that the sum of money so withheld or retained under the lien referred to above, by the purchaser, will be kept withheld or retained till the claim arising about of or under the contract is determined by the Arbitrator or by the competent court as the case may be, and the supplier will have no claim for interest or damages whatsoever on any account in respect of such withholding or retention.

### 33. **Submission of Quarterly Drawl Report:**

33.1 The offer of the firms of the next R/C will be considered only if their performance against the current and preceding R/Cs, if held by them, is satisfactory and they are otherwise eligible. For this purpose, the purchaser expects that a firm should have supplied minimum 85%/95%/100% of the stores due for supply against the current RC and preceding two years R/C respectively on or before the cut-off date as indicated in the tender enquiry.

33.2 R/C holder not obtaining any Supply Order against the current R/C prior to the period indicated above and also against immediate previous Rate Contract will be considered to have a NIL performance and will not be eligible for award of next R/C.

### 34. **Limitation of Liability:**

34.1 Except in cases of criminal negligence or wilful misconduct,

(a) The Supplier shall not be liable to the Purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Supplier to pay liquidated damages to the Purchaser and

(b) The aggregate liability of the Supplier to the Purchaser, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the supplier to indemnify the purchaser with respect to patent infringement.

### 35. Corrupt Practices

35.1 It is required by all concerned namely the Consignee/Bidders/Suppliers etc to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser: -

(a) defines, for the purposes of this provision, the terms set forth below as follows:

- (i) "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; and
- (ii) "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 Purchaser, and includes collusive practice among Bidders (prior to or after Tender submission) designed to establish Tender prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition;

(b) will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;

(c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract by the purchaser if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

### 36. Fall Clause

36.1 The prices charged for the stores supplied under the Contract by the Contractor shall in no event exceed the lowest price at which the Contractor sells the Stores or offer to sell stores of identical description to any person(s)/organisation(s) including the Purchaser or any Department of Central Government or any Department of a State Government or any statutory undertaking of the Central or a State Government, as the case may be, during the period till performance of all Supply Orders placed during the currency of Rate Contract is completed.

36.2 It at any time during the said period, the Contractor reduces the Sale price, sells or offers to sell such stores to any person(s)/organisation(s) including the Purchaser or any Statutory Undertaking of the Central or a State Government, as the case may be, at a price lower than the price chargeable under this Contract, he shall forthwith notify such reduction or Sale or offer of Sale to the office from where this Rate Contract is issued and the price payable under the Contract for the stores supplied after the date of coming into force of such reduction or sale or offer of sale stand correspondingly reduced. The above stipulation will, however, not apply to:

- (a) Export/deemed Export by the Contractor
- (b) Sale of Goods as Original Equipment prices lower than the price charged for normal replacement.
- (c) Sale of goods, such as drugs, which have expiry date.
- (d) Sale of goods at lower price on or after the date of completion of sale/placement of order of goods by the authority concerned, under the existing or previous Rate Contracts as also under any previous contracts entered into with the Central or the State Government Departments including new undertaking (excluding joint sector companies and or private parties) and bodies.

36.3 The Contractor shall furnish the following certificate to the Paying Authority along with each bill for payment for supplies made against the Rate Contract.

“I/We certify that there has been no reduction in sale price of the Stores of Description identical to the Stores supplied to the Government under the contract herein and such Stores have not been offered/sold by me/us to any persons(s) organisation(s) including the purchaser or any Department of Central Government or any Department of a State Government or any statutory Undertaking of the Central or State Government as the case may be upto the date of the bill/ the date of completion of supplies against all supply order placed during the currency of the R/C at a price lower than the price charged to Government under the Contract except for quantity of Stores categorised under sub-clause (a), (b) and (c) of Para 36.2 above.

NOTE: The Contract will also inform the Purchaser as soon as supplies against all the Supply Orders placed against the Rate Contract are completed.

### **37. General/ Miscellaneous Clauses**

- 37.1 Each member/constituent of the Supplier/Joint Venture/Consortium/Association its Indian Agent/CMC/ Joint Venture/Consortium/Association/AMC Provider, in case of consortium shall be **jointly and severally liable** to and responsible for all obligations towards the Purchaser/Consignee for performance of contract/services including that of its Associates / Sub-contractors under the Contract.
- 37.2 Joint Venture, Consortium or association of all the parties shall designate one party to act as a leader with authority to bind the joint venture, consortium or association. The composition or the constitution of the joint venture, consortium or association shall not be altered without the prior consent of the purchaser.
- 37.3 The Supplier/its Indian Agent/CMC/ Joint Venture/Consortium/Association/AMC Provider shall at all times, indemnify and keep indemnified the Purchaser against all claims/damages etc. for any infringement of any Intellectual Property Rights (IPR) while providing its services under CMC/AMC or the Contract.
- 37.4 The Supplier/its Agent/CMC/ Joint Venture/Consortium/Association/AMC Provider shall, at all times, indemnify and keep indemnified the Purchaser/Consignee against any claims in respect of any damages or compensation payable in consequences of any accident or injury sustained or suffered by its employees or agents or by any other third party resulting from or by any action, omission or operation conducted by or on behalf of the supplier/its associate/affiliate etc.
- 37.5 All claims regarding indemnity shall survive the termination or expiry of the contract.

## SECTION – V

### SPECIAL CONDITIONS OF CONTRACT (SCC)

The following Special Conditions of Contract (SCC) will apply for this purchase. The corresponding clauses of General Conditions of Contract (GCC) relating to the SCC stipulations have also been incorporated below.

These Special Conditions will modify/substitute/supplement the corresponding (GCC) clauses. Whenever there is any conflict between the provision in the GCC and that in the SCC, the provision contained in the SCC shall prevail.

**The Rate Contract finalised under this tender enquiry can be operated only by HITES. Any supplier supplying against the said Rate contract to any other user, Government/Private without knowledge and permission of HITES will be considered breach of contract and HITES may initiate action as deemed appropriate including but not limited to forfeiture of their security towards performance and operation of Rate Contract, debarring, blacklisting, etc.**

**SECTION - VI**  
**LIST OF REQUIREMENTS**

<i>Sl.No</i>	<i>Name of the Item</i>	<i>Estimated Qty in nos.</i>	<i>Warranty</i>
	<b>DIRECTORS HOUSE</b>		
1	Wooden Modular Double Bed #1	20	2 years
2	Corner Table	40	
3	Study Table	20	
4	Study Chair	20	
5	Wooden Modular 2 Door Wardrobe	20	
6	SOFA 3 SEATER	12	
7	SOFA 2 SEATER	24	
8	SOFA 1 SEATER	12	
9	Dining Table	4	
10	Servant Room Bed	16	
11	CORNER Table or TEA Table	16	
	<b>Phase I OPD Block</b>		
12	Work Station	40	
13	Table Set (consulting room)	376	
14	Table Set (Assistant room)	376	
15	Library Reading Table	4	
16	Waiting Visitor chair	140	
17	Work Station Chair (High Back)	1128	
18	Conference Chair	48	
19	Cabin Chair	260	
	<b>AYUSH Block</b>		
20	HOD Table	4	
21	Work Station	40	
22	Reading Table	4	
23	Cabin Table	52	
24	Waiting Visitor chair	204	
25	Z-LINE CONFERENCE TABLE	4	
26	Chamber Chair	4	
27	Visitor chair	16	
28	Work Station Chair, High Back	72	
29	Cabin Chair	52	
30	Cabin Visitor chair	96	
31	Conference Chair	164	
	<b>Guest House</b>		
32	Wooden Modular Double Bed #2	28	
33	TV unit	64	
34	Center Table or TEA Table	20	
35	Three Seater PVC Sofa	24	
36	Single Seater PVC Sofa	64	
37	Single Bed	36	
38	Bed Side Unit	72	
39	STUDY TABLE	36	
40	Study Chair	36	
	<b>Medical and Nursing College</b>		
41	OFFICE Desking # 1	420	
42	OFFICE Desking # 2	220	
43	Admin Table	28	
44	18 SEATER CONFERENCE TABLE	12	

<i>Sl.No</i>	<i>Name of the Item</i>	<i>Estimated Qty in nos.</i>	<i>Warranty</i>
45	Work Station	384	2 years
46	Lab Table	1800	
47	Library Reading Table # 1	252	
48	Library Reading Table # 2	24	
49	Library Reading Table # 3	48	
50	Library Reading Table # 4	48	
51	Library Book Rack	744	
52	Magazine Rack	100	
53	Reading Table	144	
54	Table	84	
55	Table Set	84	
56	Lecture Hall Table # 1	256	
57	Lecture Hall Table # 2	888	
58	Foldable Wooden Writing Table	120	
59	Dual Desk	448	
60	Z-LINE DIRECTOR TABLE	32	
61	Work-Station	216	
62	Table Set	68	
63	Ornate Chair	7120	
64	Elan Chair	2336	
65	Library Chair	2592	
66	HOD Chair	84	
67	Chair # 1	32	
68	Chair # 2	156	
69	Summit Chair	240	
	<b>UG Students Hostel Boys and Girls</b>		
70	Single Bed	1440	
71	Study Table	1440	
72	Ornate Chair	1440	
	<b>Nurse's Hostel</b>		
73	Single Bed	1760	
74	Study Table	1408	
75	Study Chair	1408	
76	Three Seater PVC Sofa	1408	
	<b>Dining Block</b>		
77	Dining Table # 1	320	
78	Dining Table # 2	40	
79	Canteen Chair	2800	
	<b>PG Student's Hostel Block</b>		
80	Single Bed	1464	
81	Wooden Modular Double (Queen Size) Bed	472	
82	Study Table	1464	
83	Study Chair	1464	
84	Two Seater PVC Sofa	472	
85	Single Seater PVC Sofa	472	
86	Center Table or TEA Table	472	
	<b>Cafeteria Block</b>		
87	Dining Table # 1	320	
	<b>Night Shelter</b>		
88	Night Shelter Cot	648	
89	Dining Table # 1	72	

- Note: 1. Any site modification required for proper installation of the furniture and to match aesthetically as per the building design has to be done by the bidder**
- 2. Bidders are advised to offer their best competitive prices against this Rate Contract tender. The drawls against the Rate Contract will depends on the competitiveness of the prices, quality of equipment as essential requirements.**

## **2. Destination/Consignee details**

Stores are to be supplied all over India as indicated in the Supply Orders placed against the Rate Contract.

## **3. Delivery Period:**

The bidders to quote monthly rate of supply which will be incorporated in the Rate Contract and supply order will be placed as per requirement of the user department/organisation accordingly.

## **4. Terms of Delivery:**

Free Delivery at Consignee Site

Insurance (local transportation and storage) would be borne by the Supplier from ware house to the consignee site for a period, including 3 months beyond date of delivery.

## **5. Scope of Incidental Services:**

Installation & Commissioning, Supervision, Demonstration, Trial run and Training etc. as specified in GCC Clause 13

Installation & commissioning shall be completed within 15 days, of handing over the site complete in all respect by the consignee. The date of handing over the site has to be intimated to the supplier by the consignee. The delay on the part of the supplier to install & commission the equipment will also attract the provisions as contained in the liquidated damage clause.

## **6. Warranty:**

Terms of warranty shall be as per details given in general technical specification/technical specification of the equipment and for a period specified in the Table under 'List of Requirement' above.

Warranty period will be effective from the date of installation, commissioning and acceptance.



## Section – VII

### Technical Specifications

Following Basic Material to be used in Office furniture with prior approval of Client:

#### Material Requirements

##### For All Revolving And Tubular Chairs:

1. Cushion chairs are made out of flexible polyurethane foam moulded to have consistent hardness of 20-24 kg.
2. The polyurethane foam should be moulded with density 45 +/- 2 kg/meter cube and hardness 20 +/- 2 kg on hampdness machine at 25% compression.
3. Armrest of chairs should be made out of integral skin polyurethane foam of shore hardness 'a' 50-70 and reinforced with ms steel insert except unless otherwise specified.
4. Gas lift mechanism for height adjustments tested for 100000 cycles of operation.
5. Chair base of the pedestal consists of 5 prongs made of 5 mm thick ms plates.
6. Plastic cladding is provided to make the pedestal look good aesthetically. The ms pedestal should be tested for load bearing.
7. Twin wheel castors are made of nylon and should be tested to carry a load upto 82 kgs on the chair.
8. All steel components should be powder coated conforming to :-
  - Dry film thickness more than 45 microns.
  - Salt spray test to withstand corrosion.
  - Adhesion as per din 53152 standards.
  - Scratch hardness as per bs 3900/e2
  - Impact test.
  - Pencil scratch test
9. Mandatory Tests To be Done By Manufacturer on Chairs :
  - Seating Impact test.
  - Arms Strength Test
  - Back Durability Test.
  - Castor/ Chair durability test.
  - Base Test.
  - Castor retention test.
  - Castor Pull Out test.
  - Castor Breakability Test.
10. Powder Coating Tests :
 

All MS components shall be epoxy polyester powder coated using the seven chamber pre-treatment process with the powder thickness greater than 40 microns Dry Film Thickness.

Tests to Be Carried Out on Powder Coating :-

  - Cross Cut Test- To check Adhesion
  - Impact Resistance Test – To 150 kgs/cm as per BS 3900/E3.
  - Scratch Hardness- Upto 4 kgs as per BS 3900/E2.
  - Salt Spray Test.
11. Antirust Treatment To Be Followed For All Metal Components :
 

The manufacturer should have anti rust treatment facilities for treating all the metal components. The antirust treatment shall consist of Removal of oil by treating metal Components with sodium carbonate and alkaline phosphate at 60 degrees centigrade followed by Rinsing with water at normal temperature. The rinsed components are to be dipped in phosphoric acid solution at 45 degrees

centigrade for 10 minutes minimum for de-rusting followed by Rinsing. Components shall undergo phosphating by dipping in phosphating tank containing iron hydrogen phosphate dissolved in phosphoric acid at normal temperature for minimum 5 minutes followed by rinsing and finally Dipping components in chromic phosphatic acid reducing agent chemical at temperature of 80 degree centigrade(+/-10%) for minimum period of 60 seconds.

### **Specifications For Materials And Processes To Be Used On Furniture**

Specifications For Steel Used In Chairs and Other Items :

- Cold rolled steel for MS sheet shall have thickness ranging from 0.63mm to 1.2mm as per IS:513-1994.
- Hot rolled steel for MS sheet shall have thickness ranging from 2.5mm to 3.15mm as per IS:10748 Group I.
- MS ERW tubes used for tubular components should satisfy IS-7138.

Specification For Fabric To Be Used For Upholstery:

<b>Material Type</b>	<b>Description/ Selection Criterion</b>
100% Polyester, fiber dyed	For a Span of 1.2 Meters shall have weight 330-grams/ meters.
100% poly Propylene	For a Span of 1.2 Meters shall have weight 230-grams/ meters.

### **Material Specifications :**

#### 1) Plain Particle Board (Medium Density) :

Particle boards conforming to IS 2380(1977) with physical characteristics as under

Density :	600 –900 kg per meter cube.
Moisture content :	5.10%
Water absorption :	2 hour test – max 15% 24 hour test – max 40%
Swelling in water :	2 hour – max. 5% thickness
Swelling due to water absorption :	max 6%
Tensile strength perpendicular to surface :	min 0.3 Newton per millimetre square.(for all thickness)
Tensile strength after cyclic test :	min 0.3 N/mm square
Screw withdrawal strength on face :	min 1250 N
Screw withdrawal strength on edge :	min 850 N

#### 2) Medium Density Fiber Boards :

Medium Density Fiber Board conforming to IS: 2380-1977 with following physical characteristics

Specific Gravity :	0.5 to 0.9
Density :	900 kg per meter cube.
Moisture content :	5 to 10%
Water absorption :	2 hour test – max 7% 24 hour test – max 15%
modules of rupture upto 20mm thick :	min 30 N/mm square.
Modules of rupture above 20 mm thick :	min 25 N/mm square.
Linear expansion in thickness due to surface absorption :	max 5%
Swelling due to general absorption after 24 hour soaking in	
Thickness :	max 4%
Length :	max 0.4%
Width :	0.4 % min.

Tensile strength perpendicular to surface :	0.7 N/mm square.(for all thickness)
Screw withdrawal strength on face :	min 1500 N

Screw withdrawal strength on edge : min 1250 N

3) Pre Laminated And Twin Particle Boards :

Pre laminated and twin particle boards as per IS:2380-1977.

Density : 600 –900 kg per meter cube.

Moisture content : 5 to 10%

Water absorption : 2 hour test – max 15%  
24 hour test – max 30%

Swelling in water : 2 hour – max. 8% in thickness

Modules of rupture : min. 15 N/mm square.

Tensile strength perpendicular to surface : 0.5 N/mm square.(for all thickness)

Screw withdrawal strength on face : min 1550 N

Screw withdrawal strength on edge : min 850 N

The following characteristics are according to annexure of IS:128323-1990.

Resistance to steam- sign of blister, delaminating or change in surface finish.

Resistance to crack – No sign of crack and de lamination.

Resistance to cigarette burn.

Resistance to stain.

Abrasion Resistance (min) in no of revolutions.

4) Post formed Laminate Sheets :

The pos formed (high pressure decorative laminate) one side bearing 0.6 or 0.8 mm thick decorative conform to NEMA specification- ANSI/NEMA/LD-3-1991.

The physical characteristics and test requirements are as per NEME-LD-3-1991.

Impact strength - Ball Impact resistance min 20"

Wear resistance - Min 400 cycles.

Gross dimensional change in machine direction - Max. 1.1%

Gross dimensional change in cross machine direction - 1.4% max.

High temperature resistance - slight effect is accepted on specimen at the final examination.

Stain resistance -No effect is acceptable on the specimen.

Formability - Min radius 12.5mm.

Blister Resistance - Min 40 Sec.

Boiling water immersion test (2 hour test) as per IS:2046-1969.

Increase in weight - Max. 30%.

Increase in thickness - Max 30%.

5) Decorative Laminated Sheets :

Decorative thermosetting synthetic resin bonded laminated sheets are used in 1.0mm thickness and are of type 1 with having one side bearing the decorative surface. The finish, shade, color and pattern shall be mutually decided by the purchaser and supplier. Physical characteristics and test requirements are as per appendix of IS:1046-1969. Resistance to dry heat – no blistering or appreciable surface deterioration or loss of gloss. Dimensional stability in low humidity test at 70+/- 2deg C for 24 hours.- less than 0.5% in length and width dimensions.

Resistance to immersion in boiling water.

Increase in weight - max 5%

Increase in thickness - max 5%

Resistance to staining for 24 hours with standing against agents specified in IS 2046-1969. specimen should not show blistering at the final examination. Cross breaking strength for 0.6mm thick—2000 kg per CM Square.

Cross breaking strength for 1.0 mm and 1.5mm thick – min 4000 kg per CM square.

Impact strength - min 0.035 kg fm

Machinery test - no Slitting or cracking.

## 6) Epoxy Powder Coating.

Epoxy powder used for coating shall be of a standard shade or as specified at the time of tender. The specific gravity of powder 1.6(+/-0.2) gives a DFT of 50-60 microns. Pencil Hardness of 2H; Cross hatch Adhesion (DIN 553151) or GT – ‘O’ gloss @ 60 DIN 67530 of 80 +/- 5% for all standard except black for which it shall be 45 +/-5 for black. The coating should be able to withstand min 500 hour of salt spray test. Impact resistance of 150kgcm.

The following IS will be followed for the following items:

- 1) The grade IS: 513 will be followed in case of steel items. IS: 10748 the right classification Grade 1 shall be used. The steel tubes for furniture shall be as per IS: 7138.
- 2). The powder coating thickness at P-2 is 45 micron & P-3 is 40 micron.
- 3). The rated IS/International Standard nos. under which the respective tests are to be performed shall be used. The requisite values against which the test results will be compared for conformity.
- 4). The “Consistent hardness shall be 20-24 kg” .
- 5). For MDF boards, maximum water absorption after 2 hours soaking shall be 6% for grade I & II boards. All the required test as per IS code shall be carried out for MDF boards,
- 6). Under decorative Laminated sheets (P-5) the IS 1046 shall be followed for cash boxes. If any differences is found between BOQ & Specification. The Specification will supersede over Bill of quantities items.

NOTE : Sizes in dimensions of all items may vary upto + or – 5%.

**Sl. No.1**  
**Wooden Modular Double Bed #1**



Providing Placing and Installing Wooden Modular Double (Queen Size) Bed of Size 3000(W) X 2100(D) X 1100(H) 75mm thick eight piece assly decorative designed Headboard as assly of Top panel, Middle Panel, Base Panel, LH & RH Bent Leg , Spacer, TOP & Top patti made up of 15 mm thick Melamine finished Pre-laminated Particle board confirms to ISI 12823:1990. & 15 mm thick European PVC Foiled MDF board confirms to ISI 14587:1998. 33mm thick footboard assembly of 18mm thick base panel, 15mm thick Side & Top Patti made up of Prelaminated Particle board with European PVC Foiled Decorative TOP Patti made up of 25mm thick MDF. Vertical & Side Rail made up of 15 mm thick Melamine finished Pre-laminated Particle board confirms to ISI 12823:1990. All edges are sealed with PVC edge-band of 0.45mm thick. Hardware used from standard range. PVC bushes are fixed at bottom to avoid scratches on dedicated floors. All the material used for this must satisfy quality norms from IS standards. Boards used must be able to pass 4H test for Scratch resistivity. Decorative paper using for pre-lamination must be impregnated through MF resine.

**Sl. No. 2  
Corner Table**

Providing Placing & Installing Wooden Modular Study Table size 1200(W) X 500(L) X 750(H). LH & RH Side Panel & Top made up of 30 mm (15+15) thick Prelaminate Partical board with 1.5 mm thick PVC edge-band used. Modesty, Vertical, Drawer Facia, Drawer Side , Drawer Front & Back made up of 18mm thick Prelaminate Partical board with 0.45 mm thick PVC edge-band used. Board confirms to ISI 12823:1990.

All Non-exposed edges are sealed with PVC edge-band of 0.45mm thick & 1.5mm thick PVC edge-band used to seal Exposed or Touching Edges. Hardware used from standard range. PVC bushes are fixed at bottom to avoid scratches on dedicated floors. All the material used for this must satisfy quality norms from IS standards. Boards used must be able to pass 4H test for Scratch resistivity. Decorative paper using for pre-lamination must be impregnated through MF resine.

**Sl. No.3  
Study Table**

Providing Placing & Installing Wooden Modular Study Table size 1200(W) X 500(L) X 750(H). LH & RH Side Panel & Top made up of 30 mm (15+15) thick Prelaminate Partical board with 1.5 mm thick PVC edge-band used. Modesty, Vertical, Drawer Facia, Drawer Side , Drawer Front & Back made up of 18mm thick Prelaminate Partical board with 0.45 mm thick PVC edge-band used. Board confirms to ISI 12823:1990.

All Non-exposed edges are sealed with PVC edge-band of 0.45mm thick & 1.5mm thick PVC edge-band used to seal Exposed or Touching Edges. Hardware used from standard range. PVC bushes are fixed at bottom to avoid scratches on dedicated floors. All the material used for this must satisfy quality norms from IS standards. Boards used must be able to pass 4H test for Scratch resistivity. Decorative paper using for pre-lamination must be impregnated through MF resine.

**Sl. No.4  
Study Chair**



Supply of Lounge Chair Frame made up of Oak Wood and stained in dark wenge shade polish with High Density Cushion on Seat and Back.



**Sl. No. 5**  
**Wooden Modular 2 Door Wardrobe**



Providing Placing & Installing Wooden Modular 2 Door Wardrobe of size 1800(W) X 600(D) X 2100(H). Cabinetoty of 15mm thick and Shutters made up of 18mm thick Melamine finished Prelaminated Particle Board confirms to ISI 12823:1990.

Drawer with central locking facility made up of 15mm thick PPB mounted on telescopic slide with 3/4 extension. All edges are sealed with PVC edge-band of 0.45mm thick, PVC edge-band & 2mm thickness used for Shutters. Hardware used from standard range. PVC bushes are fixed at bottom to avoid scratches on dedicated floors. All the material used for this must satisfy quality norms from IS standards. Boards used must be able to pass 4H test for Scratch resistivity. Decorative paper using for pre-lamination must be impregnated through MF resine. Decorative Aluminium alloy made Handle to be used for Shutters with multipurpose Square lock. A Decorative Designer strip made up of 25mm thick PVC Membrane finished MDF confirms to ISI 14587:1998 fixed on top side.

**Sl. No. 6**  
**SOFA 3 SEATER**



3 seater sofa

Size 2000(W) X 860(D) X 900(H) 430(Seat ht.)

SOFA: Frame made up of Meranti wood and plywood.

Armrest: foam density-18, with FABRIC

Backrest: Foam density-15, with webbing belt and FABRIC

Seat: Foam density-25+rebond foam, with webbing belt and FABRIC.

Legs: Wooden designer legs

Color: Full fabric Taupe and Stone.

**Sl. No. 7**  
**SOFA 2 SEATER**



2 seater sofa

Size 1550(W) X 860(D) X 900(H) 430(Seat ht)

SOFA: Frame made up of Meranti wood and plywood.

Armrest: foam density-18, with FABRIC

Backrest: Foam density-15, with webbing belt and FABRIC

Seat: Foam density-25+rebond foam, with webbing belt and FABRIC.

Legs: Wooden designer legs

Color: Full fabric Taupe and Stone.

**Sl. No. 8**  
**SOFA 1 SEATER**



1 seater sofa

Size 940(W) X 860(D) X 900(H) 430(Seat ht.)

SOFA: Frame made up of Meranti wood and plywood.

Armrest: foam density-18, with FABRIC

Backrest: Foam density-15, with webbing belt and FABRIC

Seat: Foam density-25+rebond foam, with webbing belt and FABRIC.

Legs: Wooden designer legs

Color: Full fabric Taupe and Stone.

**Sl. No. 9**  
**Dining Table**



Table top of 25mm thick made up of 25mm Pre-Laminated Particle Board OF SIZE: 2400MML x 1050MMD x 750MMH and Vertical Member Made up of M.S. SQ pipe 50X50X1.6MM thick and all Horizontal Members from M.S. Sq. Pipe 40X40X1.6MM thk. Under-structure is powder coated through 7 tank process. Provision of Designer moulded leveller and Leg Caps.

**Sl. No. 10**  
**Servant Room Bed**



Providing /Placing and Installing Ergonomically designed ROBUST BED of size 990W X 2050 L X 850 H.75mm thick eight piece assly decorative designed Headboard as assly of Top panel, Middle Panel, Base Panel, LH & RH Bent Leg , Spacer, TOP & Top patti made up of 15 mm thick Melamine finished Pre-laminated MDF board confirms to ISI 12823:1990. & 15 mm thick European PVC Foiled MDF board confirms to ISI 14587:1998. footboard assembly of 18mm thick base panel, 15mm thick Side & Top Patti made up of Prelaminated MDF board with European PVC Foiled Decorative TOP Patti made up of 25mm thick MDF. Vertical & Side Rail made up of 15 mm thick Melamine finished Pre-laminated MDF board confirms to ISI 12823:1990.All edges are sealed with PVC edge-band of 0.45mm thick. Hardware used from standard range. PVC bushes are fixed at bottom to avoid scratches on dedicated floors. All the material used for this must satisfy quality norms from IS standards. Boards used must be able to pass 4H test for Scratch resistivity. Decorative paper using for pre-lamination must be impregnated through MF resine.

Support Structure:- Top & Side Panel shall be fixed on Epoxy Powder Coated Metal Frame of 25mm X 25mm X 1.2mm Thk & 50mm X 25mm X 1.2mm THK M.S. Tube. To give robust support to bed. All Metal parts are Duly Powder Coated with minimum 45-50 Microns thickness.

**Sl. No. 11**  
**CORNER Table or TEA Table**



Providing / Placing or Installing CORNER Table or TEA Table of Size 500(W) X500(D) X450(H). Leg Made up of 30mm thick SOLID WOOD with Joint free finish. u. Top Made up of 25mm thick SOLID WOOD WITH JOINT FREE PILISH AND FINISH.

**Sl. No. 12  
Work Station**

Partition : Main Spine partition is 60mm thick panel based system is 1660mmht. All trims /cover section are in Powder Coated finish having vertical and horizontal Wire Management at below worktop and skirting respectively. The partition panel below worksurface to have Laminate, Above Worksurface there will be provision of Soft Pinup fabric Tile.

Main Table : TOP to be made of 25 mm thick Prelaminated particle board with 2mm PVC edge band on all sides of **Rehau** Make or equivalent. Modesty Panel: is made of 18mm Prelaminated Particle Board and Legs is made of 50x50m steel Square pipe in powder coated finish.

LAMINATE 3 Drawer PEDESTAL 400Lx450Dx685HT : Movable Laminate Pedestal 2B+1F Pedestal with Castor finish in prelaminate particle board 2 pvc edge band. & Metal Drawer with Lock.

KEYBOARD TRAY : CRCA Metal Powder Coated.

CPU TROLLEY : CRCA Metal Powder Coated.



**Sl. No. 13**  
**Table Set (consulting room)**



Table Top ( consulting room) of 25mm thick made up of 25mm Pre-Laminated Particle Board OF SIZE: 1200MML x 600MMD x 750MMH and Gable end made using 25mm Pre-Laminated Particle Board with Specially designed Leveller bracket. Modesty made up of 18mm thick Particle Board with side table top of size: 900mmW X 450mmD X 750mmH. Prelaminated 3Drawer Pedestal (2B+1F) 404Lx450Dx685Ht. Carcass & Facia made up of 18mm thick Pre-laminated particle board. Back Panel from 9mm PPB. All exposed edges are sealed with 2mm thick PVC edge-band & Non-exposed edges with 0.8mm thick PVC edge-band of **Rehau** or equivalent.

**Sl. No. 14**  
**Table Set (Assistant room)**



Table Top ( Assistant room) of 25mm thick made up of 25mm Pre-Laminated Particle Board OF SIZE: 1200MML x 600MMD x 750MMH and Gable end made using 25mm Pre-Laminated Particle Board with Specially designed Leveller bracket. Modesty made up of 18mm thick Particle Board with

**Sl. No. 15**  
**Library Reading Table**



Table Top of 54mm thick made up of 18mm Pre-laminated Particle Board with 18+18mm double color decorative batten fixed below top on user and visitor side. Gable end of 54mm thick made up of 18mm Pre-laminated particle board with 18+18mm double color decorative batten fixed on it from visitor side. Modesty of 18mm PPB. All Exposed edges are sealed with PVC edge-band of 2mm thickness & Non-exposed edges are sealed with 0.45mm thick Edge-band from **REHAU** or equivalent.

**Sl. No. 16**  
**Waiting Visitor chair**



Providing /Placing and Installing Visitor chair

Specification:- 3 SEATER SOFA Frame are made out of tube aid 16X1.2mm wall thickness seat and back are made out of CRCA 1.6mm thickness duly perforated seat and back made of 12X 15 mm moduled hot pressed plywood in ergonomic shape fitte with japanese nagayamma T-nots and riveted to wood.

The veneers and resin used are termite resistant and also under high tempreture and and pressure any insects/lavae will get destroyed

**Sl. No. 17**  
**Work Station Chair (High Back)**



CHAIR KNIGHT HIGH BACK: BACK OF G.F. NYLON STRUCTURE, NYLON NET, SEAT FROM G.F. NYLON STRUCTURE, HIGH DENSITY CUSHION, 2 WAY ADJUSTABLE ARMS WITH PU PAD. 5 PRONG NYLON BLACK BASE WITH CASTORS SYNCHRO-TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 18**  
**Conference Chair**



BACK & SEAT FROM HIGH DENSITY CUSHION WITH CROME STRUCTURE, M.S. CROME ARMS, 5 PRONG CROME BASE WITH TWIN WHEEL CASTORS, TORSION BAR FREE FLOATING MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 19**  
**Cabin Chair**



BACK OF G.F. NYLON STRUCTURE WITH NYLON NET, SEAT FROM G.F. NYLON STRUCTURE, HIGH DENSITY CUSHION, 4 WAY ADJUSTABLE ARMS WITH PU PAD. 5 PRONG NYLON BLACK BASE WITH CASTORS SYNCHRO-TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 20**  
**HOD Table**



Table Top is made of 25mm thick mm PLB Top with edges covered with 2mm thick PVC edge binding tape. Table top is supported on gable ends made of 25mm thick PLB. Modesty Panel made of 18mm thick PLB. The table consists of Levellor: It also has an adjustable Leveller with plastic base with height adjustment up to 15mm. The top shall be supported with suitable M.S. bracket of standard size made of CRCA sheet of minimum 2mm thick Grade D as per IS 513 with powder coated finish of approved colour. Suitable size of metal insert to be provided in worktop for fixing with the partition/gable end. Fixing directly with screws is not permissible. Return top will be 1200Lx450Dx750H (extended top up to 450mm) along with Storage : 25mm thick PLB Top, shutter 18 mm thick PLB. Side unit having 3 no openable door made of PLB body. Back Unit: Made out of 18mm thick PLB with middle drawer and side openable door with D Shaped handle and proper locking arrangement. 3 drawer pedestal: made up of 18mm thick PLB with 2 Box + 1 Filling of Size: 404(W) X 450(D) X 685(H)



**Sl. No. 21**  
**Work Station**



All trims /cover section are in Powder Coated finish having vertical and horizontal Wire Management at below worktop and skirting respectively. The partition panel below work surface to have Laminate, Above Work surface there will be provision of Soft Pinup fabric Tile.

Main Table : TOP to be made of 25 mm thick Prelaminated particle board with 2mm PVC edge band on all sides of **Rehau** Make or equivalent. Modesty Panel: is made of 18mm Prelaminated Particle Board and Legs is made of 50x50mm steel Square pipe in powder coated finish.

LAMINATE 3 Drawer PEDESTAL 400Lx450Dx685HT : Movable Laminate Pedestal 2B+1F Pedestal with Castor finish in prelaminate particle board 2 pvc edge band. & Metal Drawer with Lock.

KEYBOARDTRAY : CRCA Metal Powder Coated.

CPU TROLLEY : CRCA Metal Powder Coated.

**Sl. No. 22**  
**Reading Table**



Providing/ Placing 1350MMDIA Table top made up of 25mm thick PVC Foiled MDF Board with designer waterfall edge. Modesty Made up of 12mm thick PVC foiled MDF Board.

Under-Structure made up of M.S. Pipe supported with specially designed casted connecting blocks to connect Cross members (horizontal Pipe) with Legs (Vertical Member)

Verical Member Made up of M.S. SQ pipe 50X50X1.6MM thick and all Horizontal Members from M.S. Sq. Pipe 40X40X1.6MM thk. Under-structure is powder coated through 7 tank process. Provision of Designer molded Leveller and Leg Caps.

**Sl. No. 23  
Cabin Table**

Table Top of 25mm thick made up of 25mm Pre-Laminated Particle Board OF SIZE: 1500MML x 750MMD x 750MMH and Gable end made using 25mm Pre-Laminated Particle Board with Specially designed Leveller bracket. Modesty made up of 18mm thick Particle Board with side table top of size: 900mmW X 450mmD X 750mmH. Prelaminated 3Drawer Pedestal (2B+1F) 404Lx450Dx685Ht. Carcass & Facia made up of 18mm thick Pre-laminated particle board. Back Panel from 9mm PPB. All exposed edges are sealed with 2mm thick PVC edge-band & Non-exposed edges with 0.8mm thick PVC edge-band of **Rehau** or equivalent.

**Sl. No. 24**  
**Waiting Visitor chair**



Providing /Placing and Installing Visitor chair

Specification:-

Frame are made out of tube aid 16X1.2mm wall thickness seat and back are made out of CRCA 1.6mm thickness duly perforated

seat and back made of 12X 15 mm moduled hot pressed plywood in ergonomic shape fitte with japanese nagayamma T-nots and riveted to wood.

The veneers and resin used are termite resistant and also under high tempreture and and pressure any insects/lavae will get destroyed

**Sl. No. 25**  
**Z-LINE CONFERENCE TABLE**



Z-LINE CONFERENCE TABLE :- Top made of 18mm Pvc Foiled MDF with 18mm thick MDF batton fitted to it to get overall look of 36mm thick. “D” head aluminum table edge section is fitted on edges of top. 100 mm thick Gable end made up of specially designed batten structure covered with 3mm thick PVC film wrapped MDF. Double Modesty made up of 18mm thick pre-laminated particle board. Provision of Access Flap for Power & Data Management. Below table table wire management done through gap of double modesty.5400MM w x 3000MMd U SHAPED

**Sl. No. 26**  
**Chamber Chair**



CHAIR ESTILLO HIGH BACK: BACK & SEAT OF COMPOSITE LEATHER WITH HIGH DENSITY CUSHION,ADJUSTABLE BLACK & CROME FINISH ARM WITH CUSHION PAD 5 PRONG NYLON SILVER BASE WITH CASTORS KNEE-TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 27**  
**Visitor chair**



CHAIR ESTILLO HIGH BACK: BACK & SEAT OF COMPOSITE LEATHER WITH HIGH DENSITY CUSHION,ADJUSTABLE BLACK & CROME FINISH ARM WITH CUSHION PAD 5 PRONG NYLON SILVER BASE WITH CASTORS KNEE-TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 28**  
**Work Station Chair, High Back**



CHAIR KNIGHT HIGH BACK: BACK OF G.F. NYLON STRUCTURE, NYLON NET, SEAT FROM G.F. NYLON STRUCTURE, HIGH DENSITY CUSHION, 2 WAY ADJUSTABLE ARMS WITH PU PAD. 5 PRONG NYLON BLACK BASE WITH CASTORS SYNCHRO-TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.



**Sl. No. 29**  
**Cabin Chair**



BACK OF G.F. NYLON STRUCTURE WITH NYLON NET, SEAT FROM G.F. NYLON STRUCTURE, HIGH DENSITY CUSHION, 4 WAY ADJUSTABLE ARMS WITH PU PAD. 5 PRONG NYLON BLACK BASE WITH CASTORS SYNCHRO-TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM. PROVISION OF HEAD REST FOR HIGH BACK VERSION

**Sl. No. 30**  
**Cabin Visitor chair**



BACK OF G.F. NYLON STRUCTURE WITH NYLON NET, SEAT FROM G.F. NYLON STRUCTURE, HIGH DENSITY CUSHION, 4 WAY ADJUSTABLE ARMS WITH PU PAD. 5 PRONG NYLON BLACK BASE WITH CASTORS SYNCHRO-TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 31**  
**Conference Chair**



BACK & SEAT FROM HIGH DENSITY CUSHION WITH CROME STRUCTURE, M.S. CROME ARMS, 5 PRONG CROME BASE WITH TWIN WHEEL CASTORS, TORSION BAR FREE FLOATING MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 32**  
**Wooden Modular Double Bed #2**



providing Placing and Installing Wooden Modular Double (Queen Size) Bed of Size 1730(W) X 2300(D) X 900(H) with 4 Bed Side 75mm thick eight piece assly decorative designed Headboard as assly of Top panel, Middle Panel, Base Panel, LH & RH Bent Leg , Spacer, TOP & Top patti made up of 15 mm thick Melamine finished Pre-laminated Particle board confirms to ISI 12823:1990. & 15 mm thick European PVC Foiled MDF board confirms to ISI 14587:1998.

33mm thick footboard assembly of 18mm thick base panel, 15mm thick Side & Top Patti made up of Prelaminated Particle board with European PVC Foiled Decorative TOP Patti made up of 25mm thick MDF. Vertical & Side Rail made up of 15 mm thick Melamine finished Pre-laminated Particle board confirms to ISI 12823:1990. All edges are sealed with PVC edge-band of 0.45mm thick. Hardware used from standard range. PVC bushes are fixed at bottom to avoid scratches on dedicated floors. All the material used for this must satisfy quality norms from IS standards. Boards used must be able to pass 4H test for Scratch resistivity. Decorative paper using for pre-lamination must be impregnated through MF resine.

**Sl. No. 33**  
**TV unit**

Providing / Placing or Installing TV unit 1500W X 500 D X 750H Carcass, Verticals & Shelf made up of 25mm thick prelaminated MDF board. Drawer from 15mm & Drawer Facia from 18mm thick Prelaminated MDF board. All Exposed edges sealed with 2mm thick PVC edge-band & Non-Exposed edges with 0.8mm thick PVC edge-band from **REHAU** or equivalent.

**Sl. No. 34**  
**Center Table or TEA Table**



Providing / Placing or Installing HARMONY Center Table or TEA Table of Size 800 W X 400 D X 420 H Leg Made up of 18mm thick PVC foiled MDF with Joint free finish. Bottom Panel from 18mm Prelaminated MDF board duly edge-banded with 0.8mm thick PVC edge-band from **Rehau** or equivalent. Top Made up of 8mm thick clear Toughened Glass.

**Sl. No. 35**  
**Three Seater PVC Sofa**



Providing / Placing and Installing

Three Seater PVC Sofa of size 1925(W) X 840(D) X 900(H) 445(Seat ht.)

Specification :- Frame made up of Meranti Wood and Plywood. Arm Rest foam density 18 with polyster, Back rest foam density 15 with webbing belt and polyster. Seat foam density 25 + rebond foam with webbing belt and polyster.

Color :- Full PVC Dark Brown

**Sl. No. 36**  
**Single Seater PVC Sofa**



Providing / Placing and Installing Single Seater PVC Sofa of size 600(W) X 790(D) X 845(H) 445(Seat ht.)

Specification :- Frame made up of 25MM ROUND PIPE ARMS AND BASE. Back rest foam density 15 with webbing belt and polyster. Seat foam density 25 + rebond foam with webbing belt and polyster.

Color :- Full PVC Dark Brown



**Sl. No. 37**  
**Single Bed**



Providing /Placing and Installing Ergonomically designed campus ROBUST BED of size 990W X 2050 L X 850 H. 75mm thick eight piece assly decorative designed Headboard as assly of Top panel, Middle Panel, Base Panel, LH & RH Bent Leg , Spacer, TOP & Top patti made up of 15 mm thick Melamine finished Pre-laminated MDF board confirms to ISI 12823:1990. & 15 mm thick European PVC Foiled MDF board confirms to ISI 14587:1998.

footboard assembly of 18mm thick base panel, 15mm thick Side & Top Patti made up of Prelaminated MDF board with European PVC Foiled Decorative TOP Patti made up of 25mm thick MDF. Vertical & Side Rail made up of 15 mm thick Melamine finished Pre-laminated MDF board confirms to ISI 12823:1990. All edges are sealed with PVC edge-band of 0.45mm thick. Hardware used from standard range. PVC bushes are fixed at bottom to avoid scratches on dedicated floors. All the material used for this must satisfy quality norms from IS standards. Boards used must be able to pass 4H test for Scratch resistivity. Decorative paper using for pre-lamination must be impregnated through MF resine.

Support Structure:- Top & Side Panel shall be fixed on Epoxy Powder Coated Metal Frame of 25mm X 25mm X 1.2mm Thk & 50mm X 25mm X 1.2mm THK M.S. Tube. To give robust support to bed. All Metal parts are Duly Powder Coated with minimum 45-50 Microns thickness.

**Sl. No. 38**  
**Bed Side Unit**

Providing /Placing and Installing value Bed Side Unit of size 420W X 400 D X 450 H made up of 18mm thick Pre-laminated board.exposed edges to be sealed with 2mm edgeband **Rehau** make or equivalent non-exposed edges to be sealed with 0.8mm edgeband **Rehau** make or equivalent, hardware used shall be of Ebco or Hettich make or equivalent.

PLB used to be of ISI grade (Shade to be from standard range of Action Tesa, Associate,Greenlam and Spacewood).All Wooden panels shall be stained to approved color finished with melamine and scratch resistivity to pass 4H test.

**SI No. 39**  
**STUDY TABLE**

Providing /Placing and Installing STUDY TABLE with 1 Drawer & 1 Openable shutter 1200(W) X 600(D) X 750(H). Table TOP from 25mm, Gable End, Modesty, Vertical, Drawer, Shutter are from 18mm thick Pre-laminated MDF board. All exposed edges sealed with 2mm thick PVC edge-band of **REHAU** make or equivalent and 0.45mm thick for Non-Exposed edges.

Bottom Mounted slide used for Drawer and individual locking provided for both the shutter and Drawer. Table with Leveller provision.

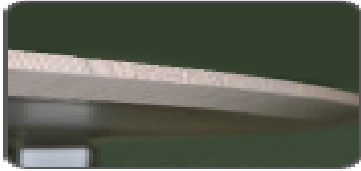
All Wooden panels shall be stained to approved color finished with melamine and scratch resistivity to pass 4H test.

**Sl. No. 40**  
**Study Chair**



Providing /Placing and installing ORNATE Study Chair – Tilt Mechanism, Chrome base, PP arms, High density of cushion on seat, nylon net on back, Gas lift for height adjustment, Lumbersupport.

**Sl. No. 41**  
**OFFICE Desking # 1**



Water Fall Edge



Modesty Panel In High Gloss White



Metal Legs With Sturdy Leveling Caps

SIZE:2250(W) X 600(D) X 750(H)

Providing/ Placing OFFICE Desking of 2250X600X750, 1800X900X750,

Table top made up of 25mm thick PLB Board with straight edge. Modesty Made up of 12mm thick PLB Board. Under-Structure made up of M.S. Pipe supported with specially designed casted connecting blocks to connect Cross members (horizontal Pipe) with Legs (Vertical Member

Verical Member Made up of M.S. SQ pipe 50X50X1.6MM thick and all Horizontal Members from M.S. Sq. Pipe 40X40X1.6MM thk. Under-structure is powder coated through 7 tank process. Provision of Designer molded Leveller and Leg Caps.

**Sl. No. 42**  
**OFFICE Desking # 2**



Water Fall Edge



Modesty Panel In High Gloss White



Metal Legs With Standby Leveling Caps

SIZE: 1800(W) X 600(D) X 750(H)

Providing/ Placing OFFICE Desking of 2250X600X750, 1800X900X750,

Table top made up of 25mm thick PLB Board with straight edge. Modesty Made up of 12mm thick PLB Board. Under-Structure made up of M.S. Pipe supported with specially designed casted connecting blocks to connect Cross members (horizontal Pipe) with Legs (Vertical Member

Vertical Member Made up of M.S. SQ pipe 50X50X1.6MM thick and all Horizontal Members from M.S. Sq. Pipe 40X40X1.6MM thk. Under-structure is powder coated through 7 tank process. Provision of Designer molded Leveller and Leg Caps.

**Sl. No. 43  
Admin Table**

Providing/ Placing OFFICE Desking of 2100X900X750, 1200X600X750, Table top made up of 25mm thick PLB Board with designer waterfall edge. Modesty Made up of 12mm thick PVC foiled MDF Board. Under-Structure made up of M.S. Pipe supported with specially designed casted connecting blocks to connect Cross members (horizontal Pipe) with Legs (Vertical Member Vertical Member Made up of M.S. SQ pipe 50X50X1.6MM thick and all Horizontal Members from M.S. Sq. Pipe 40X40X1.6MM thk. Under-structure is powder coated through 7 tank process. Provision of Designer molded Leveller and Leg Caps.

Color scheme :- Top in Douglas Larch, Modesty in H.G. White and Under-Structure in Frosty White.

**Sl. No. 44**  
**18 SEATER CONFERENCE TABLE**



**18 SEATER CONFERENCE TABLE APEX SIZE: 5000w x1800d:** First Layer of 18mm thick MDF board, 2nd 3rd & 4th layer of 18mm thick baton of MDF and top layer of PVC. Membrane foil of 0.4mm thickness of approved color and design pasted together with PU Glue of approved quality and fastened with screws from bottom side in a waterfall edge design. The PVC membrane also covered the edge of Table top. The Table Top is factory manufactured. MDF board is of interior grade conforming to IS 12406:2003. The PVC membrane foil is pre-coated with a layer of polyurethane for better scratch resistance. The Box type legs (Gable End) of table produced with two edge Joint free Foil & bend method of processing are of 200mm thickness of two layer of 25mm One Side Laminated MDF board and covering layer of 0.4mm thick PVC membrane.

Modesty panels of the table are up to flooring level made up of 18mm thick Pre-laminated particle board conforming to IS 3087:2005. Leveller bolts are fitted at bottom of leg for level adjustment of (+/-) 7mm. Bracket, KD fittings.

Table Construction:-

- 1) Main table will be of size 2250 x 750 having one power dock and this will be for 2 person seating.
- 2) Side extended tables will be of size 1350 x 600 where in two persons will be accommodated.
- 3) For side tables we can also provide power dock when ever required it will have impact of Rs. 4500/- each.
- 4) Each table will have double modesty so that we can accommodate power dock in it and all wires will carry through it.
- 5) Finish for table and gable end will be in membrane where as modesty will be in prelam with colour matching to membrane.



**Sl. No. 45  
Work Station**

Partition : Main Spine partition is 60mm thick panel based system is 1660mmht. All trims /cover section are in Powder Coated finish having vertical and horizontal Wire Management at below worktop and skirting respectively. The partition panel below worksurface to have Laminate, Above Worksurface there will be provision of Soft Pinup fabric Tile. 3 DRAWER PEDESTAL

**Sl. No. 46  
Lab Table**The logo for SOS, consisting of a red stylized 'S' followed by the letters 'SOS' in black.The logo for SOS, consisting of a red stylized 'S' followed by the letters 'SOS' in black.

60MM THICK partition panel with 9mm thick MDF tile of size: 1660mm Height with over head storages made of 18mm thick PLB along with lock and handle. Main Table : TOP to be made of 25 mm thick Prelaminated particle board with 2mm PVC edge band on all sides of Rehau Make or equivalent or equivalent. Modesty Panel: is made of 9mm MDF. TABLE Size Per w/s 1200(W) X 600(H)

**Sl. No. 47**  
**Library Reading Table # 1**



SIZE: 2400W X 1200d x 750H

Table Top of 54mm thick made up of 18mm Pre-laminated Particle Board with 18+18mm double color decorative batten fixed below top on user and visitor side. Gable end of 54mm thick made up of 18mm Pre-laminated particle board with 18+18mm double color decorative batten fixed on it from visitor side. Modesty of 18mm PPB. All Exposed edges are sealed with PVC edge-band of 2mm thickness & Non-exposed edges are sealed with 0.45mm thick Edge-band from **REHAU** or equivalent.

**Sl. No. 48**  
**Library Reading Table # 2**



SIZE: 1200W X 1200d x 750H

Table Top of 54mm thick made up of 18mm Pre-laminated Particle Board with 18+18mm double color decorative batten fixed below top on user and visitor side. Gable end of 54mm thick made up of 18mm Pre-laminated particle board with 18+18mm double color decorative batten fixed on it from visitor side. Modesty of 18mm PPB. All Exposed edges are sealed with PVC edge-band of 2mm thickness & Non-exposed edges are sealed with 0.45mm thick Edge-band from **REHAU** or equivalent.

**Sl. No. 49**  
**Library Reading Table # 3**



SIZE: 1200W X 600d x 750H

Table Top of 54mm thick made up of 18mm Pre-laminated Particle Board with 18+18mm double color decorative batten fixed below top on user and visitor side. Gable end of 54mm thick made up of 18mm Pre-laminated particle board with 18+18mm double color decorative batten fixed on it from visitor side. Modesty of 18mm PPB. All Exposed edges are sealed with PVC edge-band of 2mm thickness & Non-exposed edges are sealed with 0.45mm thick Edge-band from **REHAU** or equivalent.

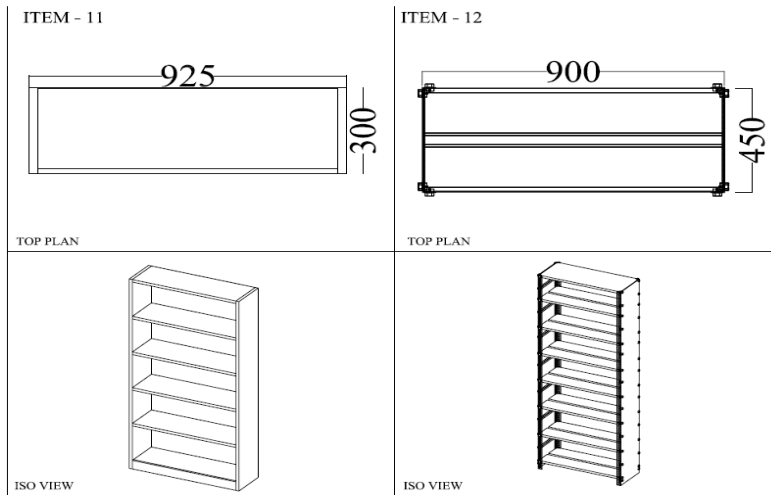
**Sl. No. 50**  
**Library Reading Table # 4**



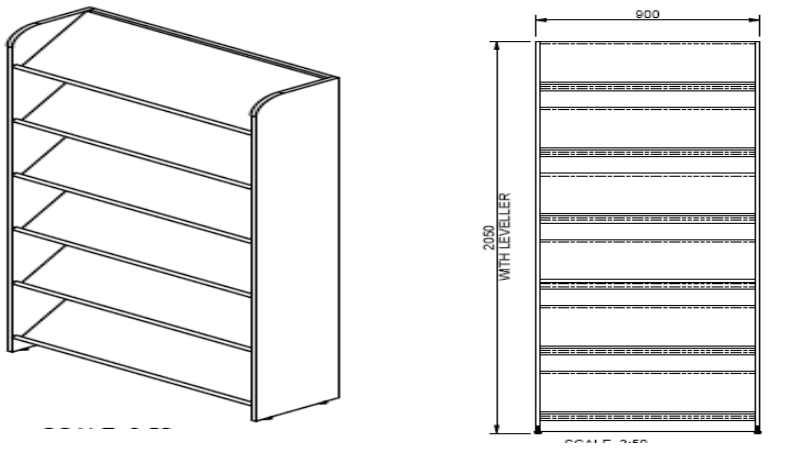
SIZE: 1500W X 900d x 750H

Table Top of 54mm thick made up of 18mm Pre-laminated Particle Board with 18+18mm double color decorative batten fixed below top on user and visitor side. Gable end of 54mm thick made up of 18mm Pre-laminated particle board with 18+18mm double color decorative batten fixed on it from visitor side. Modesty of 18mm PPB. All Exposed edges are sealed with PVC edge-band of 2mm thickness & Non-exposed edges are sealed with 0.45mm thick Edge-band from **REHAU** or equivalent.

**Sl. No. 51**  
**Library Book Rack**



1. Book Rack Single Sided having Product Size: Width 900mm, Height: 1850mm, Depth: 316mm
2. Construction: Rigid knockdown construction.
3. Material: Racks, Back Panels & Skirting of CRCA 0.8mm Thickness and Side panels: 26mm thk Prelaminated particle board (PLB) with laminate on both sides.
4. Finish: Epoxy Polyester Powder coated to the thickness of 50 microns (+/-10).
5. Stackability: The add-on units can be stacked width wise to form a bank of racks having common side panel.
6. Number of Adjustable shelf: five adjustable shelves. (Total 6 Loading levels). Uniformly Distributed Load Capacity per each shelf is 80 Kg maximum.
7. Label holder & range indicator : Label Holder & Range indicator on each main unit for inserting labels.
8. Accessories: Optional stand of 125 mm Height with leveling screws.

**Sl. No. 52  
Magzine Rack**

Magzine Rack made up of 18mm thick Pre-laminated particle board. All exposed edges are sealed with 2mm thick PVC edge-band and Non-exposed edges with 0.8mm thick Edge-band. Provision for 5 shelves making 6 compartment of 270mm height. Shelf Support panels provided for every alternate shelf along with back side book arrestor.



**Sl. No. 53**  
**Reading Table**



Providing/ Placing 900MMDIA Table top made up of 25mm thick PVC Foiled MDF Board with designer waterfall edge. Modesty Made up of 12mm thick PVC foiled MDF Board. Under-Structure made up of M.S. Pipe supported with specially designed casted connecting blocks to connect Cross members (horizontal Pipe) with Legs (Vertical Member Verical Member Made up of M.S. SQ pipe 50X50X1.6MM thick and all Horizontal Members from M.S. Sq. Pipe 40X40X1.6MM thk. Under-structure is powder coated through 7 tank process. Provision of Designer molded Leveller and Leg Caps.

**Sl. No. 54  
Table**

Table Top of 25mm thick made up of 25mm Pre-Laminated Particle Board OF SIZE: 1500MML x 750MMD x 750MMH and Gable end made using 25mm Pre-Laminated Particle Board with Specially designed Leveller bracket. Modesty made up of 18mm thick Particle Board with side table top of size: 900mmW X 450mmD X 750mmH. Prelaminated 3Drawer Pedestal (2B+1F) 404Lx450Dx685Ht. Carcass & Facia made up of 18mm thick Pre-laminated particle board. Back Panel from 9mm PPB. All exposed edges are sealed with 2mm thick PVC edge-band & Non-exposed edges with 0.8mm thick PVC edge-band of **Rehau** or equivalent.

**Sl. No. 55  
Table Set**

Table Top of 25mm thick made up of 25mm Pre-Laminated Particle Board OF SIZE: 1500MML x 750MMD x 750MMH and Gable end made using 25mm Pre-Laminated Particle Board with Specially designed Leveller bracket. Modesty made up of 18mm thick Particle Board with side table top of size: 900mmW X 450mmD X 750mmH. Prelaminated 3Drawer Pedestal (2B+1F) 404Lx450Dx685Ht. Carcass & Facia made up of 18mm thick Pre-laminated particle board. Back Panel from 9mm PPB. All exposed edges are sealed with 2mm thick PVC edge-band & Non-exposed edges with 0.8mm thick PVC edge-band of **Rehau**.

**Sl. No. 56**  
**Lecture Hall Table # 1**



SIZE: 1800W X 600D X 750H

Table top made up of 25mm thick Prelaminated MDF & Modesty Made up of 18mm thick Prelaminated particle board. All the Exposed Edges are sealed with PVC edge-band of 2mm thickness & Non-exposed edges are sealed with 0.8mm thick Edge-band. Leg made up of 0.8mm thick CRCA Sheet welded on Trangular Foot made up of 1.2mm thick CRCA Sheet. Leg Powder coated with epoxy paint powder followed by seven tank process of pre-treatment. Provision of Metallic Cable Tray and Vertical Duct for Power and Data management.

**Sl. No. 57**  
**Lecture Hall Table # 2**



SIZE: 1500W X 600D X 750H

Table top made up of 25mm thick Prelaminated MDF & Modesty Made up of 18mm thick Prelaminated particle board. All the Exposed Edges are sealed with PVC edge-band of 2mm thickness & Non-exposed edges are sealed with 0.8mm thick Edge-band. Leg made up of 0.8mm thick CRCA Sheet welded on Trangular Foot made up of 1.2mm thick CRCA Sheet. Leg Powder coated with epoxy paint powder followed by seven tank process of pre-treatment. Provision of Metalic Cable Tray and Vertical Duct for Power and Data management.

**Sl. No. 58**  
**Foldable Wooden Writing Table**



Composite Leather Coated Plywood Shell Foldable Wooden Writing Table Frame in 1.6 Guage CRC Tube Long life Silver Mettalic Powder Coating All Plastic fittings made in house out of PP Plastic for a very long service life.

**Sl. No. 59**  
**Dual Desk**



Table Top, Seat & Back Panel made up of 18mm thick Pre-laminated Particle board duly edge-banded with 2mm thick PVC edge-band from **Rehau** or equivalent. Under-structure is made of 25x25x1.6mm MS pipe and Modesty Panel, Shelf and Leg Cover from M. S. Sheet of 1.2 mm thick treated with anti-corrosion process followed by Epoxy Powder Coating up to 60 Microns.

Seat Height is 353mm , Provision of Sharp-edge free Hooks on both the sides of Desk.

Table top :- 1100 (W) X 330 (D) X 18MM THK

Seat Panel :- 1100 (W) X 330 (D) X 18MM THK

Back Panel :- 1100 (W) X 230 (D) X 18MM THK

**Sl. No. 60**  
**Z-LINE DIRECTOR TABLE**



Z-LINE DIRECTOR TABLE :- Top made of 18mm Pvc Foiled MDF with 18mm thick MDF batton fitted to it to get overall look of 36mm thick. “D” head aluminum table edge section is fitted on edges of top. 100 mm thick Gable end made up of specially designed batten structure covered with 3mm thick PVC film wrapped MDF. Curve shape modesty with modesty support structure made up of 18mm thick pre-laminated particle board and curve panel of 5mm thick PVC foiled MDF. BACK UNIT: GLASS SHUTTER STORAGE:-All Exposed panels such as Top, Side, Shutter or Facia are made up of 18mm thick PVC foiled Mdf. Internal panel such as Verticals & Shelves made up of 18mm thick Pre-Laminated particle board duly edge-banded with 0.8mm thick PVC edge-band of **Rehau** make or equivalent.

Upper shutters are of 5mm thick Frosted toughened glass framed in aluminim section with SS Thumb knob.SIZE: 2250(W) X 2100(D) X 750(H)

Hardware used shall be of Ebco or Hettich make or equivalent.



**Sl. No. 61**  
**Work-Station**



Providing / Placing and installing Work-Station. SIZE: 900 w X600d x 750H  
Two Table top made up of 25mm thick Prelaminated particle board. All Edges are sealed with 2mm thick PVC edge-band from **Rehau** or equivalent.

Under-Structure Made up of MS Pipe of 50X50X1.6MM Thick for Vertical Member & 40X40X1.6MM Thick for Horizontal support member. Vertical & Horizontal member are connected to each other with specially designed Mazak connectors. Metal Cable tray provided below table top for data and power cable management with Molded Vertibra (Snake) to carry the wire from Floor. All Metal parts are Epoxy Powder coated in Matt white color. Special Molded Leveller and Leveller foot for better alignment. Molded Leg cap to cover Top Edge of Pipe Leg.

#### Privacy Panel

Privacy panel screen in 21mm thick sleeker construction of Aluminum section and Die-Casted caps and bracket. Screen available with Fabric pasted Pin-up & Marker combination for above table use. Screen available in 300mm width for above table Configuration & 600mm width for Linear & T type configuration. Privacy panel supporting frame with Epoxy powder coating.

**Sl. No. 62**  
**Table Set**



Table Specifications :- Table Size 1500(W) X 750(D) X 750(H) WITH SU 900MMW Table Top of 30mm thick made up of 18mm Pre-Laminated Particle Board with 12mm thick Decorative PVC thin foil wrapped profile batten fixed below top on all the edges with waterfall edge. Gable end made using 25mm Pre-Laminated Particle Board with Specially designed Leveller bracket. Modesty made up of 18mm thick Particle Board with Decorative “D” head aluminum section fixed on. 3 Drawer Pedestal Top made in 18mm Particle Board with 8mm thick Decorative profile. Carcass and Facia from 18mm & Drawers from 12mm thick Particle Board (2 Nos. of Book & 1 No of File drawer) with provision of centralize locking mechanism . All the exposed edges to be sealed with 2mm edgeband **Rehau** or equivalent make no exposed edges to be sealed with 0.8mm edgeband **Rehau** make or equivalent, hardware used shall be of Ebco or Hettich make or equivalent. Shade to be from standard range of Spacewood. All Wooden panels shall be stained to approved color finished with melamine and scratch resistivity to pass 4H test. Hardware used shall be of Ebco make or equivalent.

Storage Specifications :-

Top of the storage to be made in 18mm Particle Board with 8mm thick MDF Board decorative PVC foil wrapped batten. Two swing door and one shelf made up of 18mm thick Particle Board with central locking provision.

**Sl. No. 63**  
**Ornate Chair**



BACK OF G.F. NYLON STRUCTURE WITH NYLON NET,SEAT FROM HIGH DENSITY P.U. CUSHION, FIXED P.P. ARM,5 PRONG NYLON BLACK BASE WITH CASTORS, TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 64**  
**Elan Chair**



BACK OF G.F. NYLON STRUCTURE WITH NYLON NET, SEAT FROM HIGH DENSITY P.U. CUSHION, FIXED P.P. ARM, 5 PRONG NYLON BLACK BASE WITH CASTORS, TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 65**  
**Library Chair**



PP Shell• Metal Chrome Plated Understructure

**Sl. No. 66**  
**HOD Chair**



HIGH BACK OF G.F. NYLON STRUCTURE WITH NYLON NET,SEAT FROM HIGH DENSITY P.U. CUSHION, FIXED P.P. ARM,5 PRONG NYLON BLACK BASE WITH CASTORS, TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 67**  
**Chair # 1**



MAGNATE HB: BACK OF G.F. NYLON STRUCTURE WITH NYLON NET, SEAT FROM G.F. NYLON STRUCTURE, HIGH DENSITY CUSHION, 4 WAY ADJUSTABLE ARMS WITH PU PAD. 5 PRONG NYLON BLACK BASE WITH CASTORS SYNCHRO-TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM. PROVISION OF HEAD REST FOR HIGH BACK VERSION

**Sl. No. 68**  
**Chair # 2**



MAGNATE MB: BACK OF G.F. NYLON STRUCTURE WITH NYLON NET, SEAT FROM G.F. NYLON STRUCTURE, HIGH DENSITY CUSHION, 4 WAY ADJUSTABLE ARMS WITH PU PAD. 5 PRONG NYLON BLACK BASE WITH CASTORS SYNCHRO-TILT MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM. PROVISION OF HEAD REST FOR HIGH BACK VERSION



**Sl. No. 69**  
**Single Bed**



BACK & SEAT FROM HIGH DENSITY CUSHION WITH CROME STRUCTURE, M.S. CROME ARMS, 5 PRONG CROME BASE WITH TWIN WHEEL CASTORS, TORSION BAR FREE FLOATING MECHANISM WITH SINGLE ANGLE LOCKING, TENSION ADJUSTER & GAS LIFT MECHANISM.

**Sl. No. 70**  
**Single Bed**



Providing /Placing and Installing Ergonomically designed ROBUST CAMPUS-BED of size 990W X 2050 L X 850 H. 75mm thick eight piece assly decorative designed Headboard as assly of Top panel, Middle Panel, Base Panel, LH & RH Bent Leg , Spacer, TOP & Top patti made up of 15 mm thick Melamine finished Pre-laminated MDF board confirms to ISI 12823:1990. & 15 mm thick European PVC Foiled MDF board confirms to ISI 14587:1998.footboard assembly of 18mm thick base panel, 15mm thick Side & Top Patti made up of Prelaminated MDF board with European PVC Foiled Decorative TOP Patti made up of 25mm thick MDF.Vertical & Side Rail made up of 15 mm thick Melamine finished Pre-laminated MDF board confirms to ISI 12823:1990.All edges are sealed with PVC edge-band of 0.45mm thick. Hardware used from standard range. PVC bushes are fixed at bottom to avoid scratches on dedicated floors. All the material used for this must satisfy quality norms from IS standards. Boards used must be able to pass 4H test for Scratch resistivity. Decorative paper using for pre-lamination must be impregnated through MF resine.Support Structure:- Top & Side Panel shall be fixed on Epoxy Powder Coated Metal Frame of 25mm X 25mm X 1.2mm Thk & 50mm X 25mm X 1.2mm THK M.S. Tube. To give robust support to bed.All Metal parts are Duly Powder Coated with minimum 45-50 Microns thickness.

**Sl. No. 71  
Study Table**

Providing /Placing and Installing ACTION STUDY TABLE with 1 Drawer & 1 Openable shutter 1200(W) X 600(D) X 750(H).Table TOP from 25mm, Gable End, Modesty, Vertical, Drawer, Shutter are from 18mm thick Pre-laminated MDF board. All exposed edges sealed with 2mm thick PVC edge-band of **REHAU** make or equivalent and 0.45mm thick for Non-Exposed edges.Bottom Mounted slide used for Drawer and individual locking provided for both the shutter and Drawer. Table with Leveller provision.All Wooden panels shall be stained to approved color finished with melamine and scratch resistivity to pass 4H test.

**Sl. No. 72**  
**Ornate Chair**



P arms, High density of cushion on seat, nylon net on back, Gas lift for height adjustment, Lumbersupport.

**Sl. No. 73**  
**Single Bed**



Providing /Placing and Installing Ergonomically designed ROBUST BED of size 1000 W X 1800 L X 800 H for Comfort with box type maximum storage capacity.

Panel :- Top & Side Panel are made up of 18mm thick and. Head Board & Foot board made by 25mm thick Prelaminated ISI certified MDF ,All Wooden panels shall be stained to approved color finished with melamine and scratch resistivity to pass 4H test. (shade approval will be from standard shades of Merino,Greenlam and Spacewood).Decorative PVC Foiled profile & Decorative D Head Type Aluminium section to be fixed on Head Board for better look, exposed edges to be sealed with 2mm edgeband **Rehau** make or equivalent nonexposed edges to be sealed with 0.8mm edgeband **Rehau** make or equivalent, hardware used shall be of Ebco or Hettich make or equivalent

Support Structure:- Top & Side Panel shall be fixed on Epoxy Powder Coated Metal Frame of 25mm X 25mm X 1.2mm Thk & 50mm X 25mm X 1.2mm THK M.S. Tube. To give robust support to bed.All Metal parts are Duly Powder Coated with minimum 45 Microns thickness.

**Sl. No. 74  
Study Table**

Providing /Placing and Installing STUDY TABLE with 1 Drawer & 1 Openable shutter 1000(W) X 600(D) X 750(H).Table TOP from 25mm, Gable End, Modesty, Vertical, Drawer, Shutter are from 18mm thick Pre-laminated MDF board. All exposed edges sealed with 2mm thick PVC edge-band of **REHAU** make or equivalent and 0.45mm thick for Non-Exposed edges. Bottom Mounted slide used for Drawer and individual locking provided for both the shutter and Drawer. Table with Leveller provision.

All Wooden panels shall be stained to approved color finished with melamine and scratch resistivity to pass 4H test.

**Sl. No. 75**  
**Study Chair**



Providing /Placing and installing Study Chair – Made up of Nickel chrome plated pipe of dia 16 mm with 1.6 mm thickness with soft pvc upholstery of 40 density foam

**Sl. No. 76**  
**Three Seater PVC**



**Providing / Placing and Installing**

Three Seater PVC Sofa of size 600(W) X 790(D) X 845(H) 445(Seat ht.)

Specification :- Frame made up of 25MM ROUND PIPE ARMS AND BASE. Back rest foam density 15 with webbing belt and polyester. Seat foam density 25 + rebound foam with webbing belt and polyester.

Color :- Full PVC Dark Brown



**Sl. No. 77**  
**Dining Table # 1**



Table top of 25mm thick made up of 25mm Pre-Laminated Particle Board OF SIZE: 2400MML x 1050MMD x 750MMH and Verical Member Made up of M.S. SQ pipe 50X50X1.6MM thick and all Horizontal Members from M.S. Sq. Pipe 40X40X1.6MM thk. Under-structure is powder coated through 7 tank process. Provision of Designer molded Leveller and Leg Caps.

**Sl. No. 78**  
**Dining Table # 2**



Table top of 25mm thick made up of 25mm Pre-Laminated Particle Board OF SIZE: 1800MML x 9000MMD x 750MMH and Verical Member Made up of M.S. SQ pipe 50X50X1.6MM thick and all Horizontal Members from M.S. Sq. Pipe 40X40X1.6MM thk. Under-structure is powder coated through 7 tank process. Provision of Designer molded Leveller and Leg Caps.

**Sl. No. 79**  
**Canteen Chair**



Complete Body Made Up Of Glass Filled PP Compound •Epidium Leg Bushes To Avoid Scratches On Delicate Floor•Capable To Take 200 Kgs Vertical Load •Scratch Resistant Surface •Available In Blue , Light Green , Red , Pink & Orange

**Sl. No. 80**  
**Single Bed**



Providing /Placing and Installing Ergonomically designed ROBUST BED of size 990W X 2050 L X 850 H.75mm thick eight piece assly decorative designed Headboard as assly of Top panel, Middle Panel, Base Panel, LH & RH Bent Leg , Spacer, TOP & Top patti made up of 15 mm thick Melamine finished Pre-laminated MDF board confirms to ISI 12823:1990. & 15 mm thick European PVC Foiled MDF board confirms to ISI 14587:1998. footboard assembly of 18mm thick base panel, 15mm thick Side & Top Patti made up of Prelaminated MDF board with European PVC Foiled Decorative TOP Patti made up of 25mm thick MDF.Vertical & Side Rail made up of 15 mm thick Melamine finished Pre-laminated MDF board confirms to ISI 12823:1990.All edges are sealed with PVC edge-band of 0.45mm thick. Hardware used from standard range. PVC bushes are fixed at bottom to avoid scratches on dedicated floors. All the material used for this must satisfy quality norms from IS standards. Boards used must be able to pass 4H test for Scratch resistivity. Decorative paper using for pre-lamination must be impregnated through MF resine.

Support Structure:- Top & Side Panel shall be fixed on Epoxy Powder Coated Metal Frame of 25mm X 25mm X 1.2mm Thk & 50mm X 25mm X 1.2mm THK M.S. Tube. To give robust support to bed.All Metal parts are Duly Powder Coated with minimum 45-50 Microns thickness.

**Sl. No. 81**  
**Wooden Modular Double (Queen Size) Bed**



Providing Placing and Installing Wooden Modular Double (Queen Size) Bed of Size 1730(W) X 2300(D) X 900(H) 75mm thick eight piece assly decorative designed Headboard as assly of Top panel, Middle Panel, Base Panel, LH & RH Bent Leg , Spacer, TOP & Top patti made up of 15 mm thick Melamine finished Pre-laminated Particle board confirms to ISI 12823:1990. & 15 mm thick European PVC Foiled MDF board confirms to ISI 14587:1998.

33mm thick footboard assembly of 18mm thick base panel, 15mm thick Side & Top Patti made up of Prelaminated Particle board with European PVC Foiled Decorative TOP Patti made up of 25mm thick MDF. Vertical & Side Rail made up of 15 mm thick Melamine finished Pre-laminated Particle board confirms to ISI 12823:1990. All edges are sealed with PVC edge-band of 0.45mm thick. Hardware used from standard range. PVC bushes are fixed at bottom to avoid scratches on dedicated floors. All the material used for this must satisfy quality norms from IS standards. Boards used must be able to pass 4H test for Scratch resistivity. Decorative paper using for pre-lamination must be impregnated through MF resine.

**Sl. No. 82  
Study Table**

Providing /Placing and Installing ACTION STUDY TABLE with 1 Drawer & 1 Openable shutter 1200(W) X 600(D) X 750(H).Table TOP from 25mm, Gable End, Modesty, Vertical, Drawer, Shutter are from 18mm thick Pre-laminated MDF board. All exposed edges sealed with 2mm thick PVC edge-band of **REHAU** make or equivalent and 0.45mm thick for Non-Exposed edges. Bottom Mounted slide used for Drawer and individual locking provided for both the shutter and Drawer. Table with Leveller provision.All Wooden panels shall be stained to approved color finished with melamine and scratch resistivity to pass 4H test.

**Sl. No. 83**  
**Study Chair**



Providing /Placing and installing Study Chair – Tilt Mechanism, Chrome base, PP arms, High density of cushion on seat, nylon net on back, Gas lift for height adjustment, Lumbersupport.

**Sl. No. 84**  
**Two Seater PVC Sofa**



**Providing / Placing and Installing**

Two Seater PVC Sofa of size 1925(W) X 840(D) X 900(H) 445(Seat ht.)

Specification :- Frame made up of Meranti Wood and Plywood. Arm Rest foam density 18 with polyster, Back rest foam density 15 with webbing belt and polyster. Seat foam density 25 + rebond foam with webbing belt and polyster.

Color :- Full PVC Dark Brown



**Sl. No. 85**  
**Single Seater PVC Sofa**



(W)600 (D)790 (H)845

**Providing / Placing and Installing**

Three Seater PVC Sofa of size 600(W) X 790(D) X 845(H) 445(Seat ht.)

Specification :- Frame made up of 25MM ROUND PIPE ARMS AND BASE. Back rest foam density 15 with webbing belt and polyster. Seat foam density 25 + rebond foam with webbing belt and polyster.

Color :- Full PVC Dark Brown

**Sl. No. 86**  
**Center Table or TEA Table**



Providing / Placing or Installing HARMONY Center Table or TEA Table of Size 800 W X 400 D X 420 H

Leg Made up of 18mm thick PVC foiled MDF with Joint free finish. Bottom Panel from 18mm Prelaminated MDF board duly edge-banded with 0.8mm thick PVC edge-band from **Rehau** or equivalent. Top Made up of 8mm thick clear Toughened Glass.

**Sl. No. 87**  
**Dining Table # 1**



Table top of 25mm thick made up of 25mm Pre-Laminated Particle Board OF SIZE: 2400MML x 1050MMD x 750MMH and Vertical Member Made up of M.S. SQ pipe 50X50X1.6MM thick and all Horizontal Members from M.S. Sq. Pipe 40X40X1.6MM thk. Under-structure is powder coated through 7 tank process. Provision of Designer molded leveller and Leg Caps.

**Sl. No. 88**  
**Night Shelter cot**



Size:750mm x 1800mm, cot sheet made to be of 14 gauge & cot pipe made of 1.25, 19 gauge round pipe with power coating with mosquito stand

**Sl. No. 89**  
**Dining Table # 1**



Table top of 25mm thick made up of 25mm Pre-Laminated Particle Board OF SIZE: 2400MML x 1050MMD x 750MMH and Verical Member Made up of M.S. SQ pipe 50X50X1.6MM thick and all Horizontal Members from M.S. Sq. Pipe 40X40X1.6MM thk. Under-structure is powder coated through 7 tank process. Provision of Designer molded Leveller and Leg Caps.

## GENERAL TECHNICAL SPECIFICATIONS

### GENERAL POINTS:

- Note 1:** Tenderer's attention is drawn to GIT clause 18 and clause 11. The tenderer is to provide the required details, information, confirmations, etc. accordingly failing which it's tender is liable to be ignored.
- Note 2 :** All metal Structure would be treated by seven tanks process for Powder Coating Paint i.e. Digressing (1<sup>st</sup> Tank), Water Rinsing(2<sup>nd</sup> Tank), Dirusting By Acid (3<sup>rd</sup> Tank), Water rinsing (4<sup>th</sup> Tank), Phosphating (5<sup>th</sup> Tank), Water Rinsing (6<sup>th</sup> Tank), Passivation (7<sup>th</sup> Tank) respectively with non electrolytic deep process to produce a protective oxide coating for smooth surface with matt finish anticorrosive automated powder Coating Paint of thickness 40-60 microns and over baked for high resistance to scratch, Chemical, thermal ad mechanical stress. Open ends of the steel pipes would be covered by Nylon caps and buffers.
- Note 3:** Wherever plywood are required BWR termite proof ISO 9000:14001 grade ISI marked hot pressed commercial ply of the desired thickness should be used.
- Note 4:** Wherever springs are required the suppliers should supply this furniture with Heavy Duty springs of desired thickness.
- Note 5:** The picture if provided in the specification is for illustration purposes only and not to scale.
- Note 6:** **Warranty:**  
**Two Years** on-site replacement/ repair Warranty as per Conditions of Contract of the TE document for complete Stores from the date of recording of acceptance of stores at site.
- Note 7:** **After Sales Service:**  
 After sales service should be available at the city of Institution on 24 (hrs) X 7 (days) X 365 (days) basis. Complaints should be attended properly. The service should be provided directly by the supplier or his authorised agent whose details shall be provided to the purchaser/consignee within one month from the date of award of contract.
- Note 8:** **Watch and Ward**  
 The supplier shall be responsible for watch and ward of all the works, equipment and various materials till complete handing over the works.
- Note 9:** **The following standards shall apply wherever applicable:**
- |          |  |
|----------|--|
| IS 2202  | Wooden flush door shutters (solid core type) particle board face panels and hard (part 2) board face panels.   |
|          | (Part-I) Operations and workmanship  |
|          | (Part 2) Schedule  |
| IS 2380  | Methods of test for wood particle boards.  |
| IS 5437  | Figured, rolled and wired glass  |
| IS 14900 | Transparent float glass-specifications.  |
| IS 277   | Galvanized steel sheets (Plain or corrugated).   |
| IS 737   | Specification for wrought aluminium and aluminium alloy sheet and strips for general engineering purpose.      |
| IS 801   | Code of practice for use of cold formed light gauge steel structural members in general building construction. |

IS 7178	Technical supply conditions for tapping screw.
IS8183	Bonded mineral wool.
IS 12118	Two parts polysulphide.
IS 12823, 1990 PLB,	Pre-laminated particle board.
IS 13871, 1993	Powder coating specification.
IS 3087, 1985	Specification for wood particle boards for general purpose.
IS 2046, 1995	Decorative thermosetting synthetic resin banded laminated sheets specification.

#### INTERNATIONAL STANDARDS

AS1365	Standards for steel manufacturing
AS 1397	A steel sheet & steel hot-dipped zinc coated or aluminium zinc coated.
AS/NZS 2728	Pre finished/pre painted sheet metal product for interior/exterior building applications-performance requirement.
AS3566	Self drilling screws for building and construction industry.
BIFMA	The Business and Institutional Furniture Manufacturers' Association

**Note 10:** A tolerance of  $\pm 2\%$  subject to a maximum of 15 mm. shall be allowed in dimensions.

**Note 11:** In addition to the makes specified under Note:10, any other equivalent ISI mark make can also be used. The word "equivalent" would imply meeting the major critical parameters.

**Section – VIII****Quality Control Requirements**

(Proforma for equipment and quality control employed by the manufacturer(s))

Tender Reference No.

Date of opening

Time

Name and address of the Tenderer:

Note: All the following details shall relate to the manufacturer(s) for the goods quoted for.

- 01 Name of the manufacturer
  - a. full postal address
  - b. full address of the premises
  - c. telegraphic address
  - d. telex number
  - e. telephone number
  - f. fax number
  
- 02 Plant and machinery details
- 03 Manufacturing process details
- 04 Monthly (single shift) production capacity of goods quoted for
  - a. normal
  - b. maximum
  
- 05 Total annual turn-over (value in Rupees)
- 06 Quality control arrangement details
  - a. for incoming materials and bought-out components
  - b. for process control
  - c. for final product evaluation
- 07 Test certificate held
  - a. . type test
  - b. . BIS/ISO certification
  - c. . any other
- 08 Details of staff
  - a. technical
  - b. skilled
  - c. unskilled

**Signature and seal of the Tenderer**



**Section – IX****Qualification Criteria**

01. The Bidder must be a Manufacturer or its authorized agent.
02. (a) The manufacturer should have successfully supplied similar furniture items performing similar functions and meeting major specification parameters of value atleast INR 10 Cr during last three (03) years from the date of Tender opening, which is functioning satisfactorily in India.  
(b) The Bidders quoting as authorized agent of the manufacturer meeting the above criteria 02(a) should be a supplier of furniture for the last 01 (one) year prior to bid opening and having an annual average turnover of atleast Rs. 2 Cr. during last three financial years.

**Note:**

1. In support of 2 (a) & 2(b), the Bidder shall furnish Performance statement in the enclosed Proforma 'A'. The manufacturer as well as the Bidder shall furnish Satisfactory Performance cum installation Certificate in respect of above, duly translated in English and self-certified along with the tender.
2. The Bidder shall furnish a brief write-up, with adequate data explaining and establishing his available capacity/capability (both technical and financial) to perform the Contract (if awarded) within the stipulated time period, after meeting all its current/present commitments. The Bidder shall also furnish details of Equipment and Quality Control in the enclosed Section VIII.
3. Notwithstanding anything stated above, the Purchaser reserves the right to assess the Bidder's capability and capacity to perform the contract satisfactorily before deciding on award of Contract, should circumstances warrant such an assessment in the overall interest of the Purchaser.
4. The Purchaser reserves the right to ask for a free demonstration of the quoted equipment at a pre-determined place acceptable to the purchaser for technical acceptability as per the tender specifications, before the opening of the Price Tender.
5. The bidder should submit the manufacturer's production capacity, meeting the quantity requirement and delivery schedule requirement of this tender document along with the details asked for in SECTION –VIII: Quality Control Requirements .
6. The Purchaser reserves the right to ask for a free demonstration of the quoted equipment at a pre determined place acceptable to the purchaser for technical acceptability as per the tender specifications, before the opening of the Price Tender.

**Note:** The bidders must quote for the complete requirement of goods and services as specified in the schedule mandatorily; otherwise their bid will be summarily rejected.

**PROFORMA 'A'**  
**PROFORMA FOR PERFORMANCE STATEMENT**

(For the period of last five years)

Tender Reference No. : \_\_\_\_\_

Date of opening : \_\_\_\_\_

Time : \_\_\_\_\_

Name and address of the Tenderer : \_\_\_\_\_

Name and address of the manufacturer : \_\_\_\_\_

Order placed by (full address of Purchaser/Consignee)	Order number and date	Description and quantity of ordered goods and services	Value of order (Rs.)	Date of completion of Contract		Remarks indicating reasons for delay if any	Have the goods been functioning Satisfactorily (attach documentary proof)**
				As per contract	Actual		
1	2	3	4	5	6	7	8

We hereby certify that if at any time, information furnished by us is proved to be false or incorrect, we are liable for any action as deemed fit by the purchaser in addition to forfeiture of the earnest money.

**Signature and seal of the Tenderer**

**\*\* The documentary proof will be a certificate from the consignee/end user with cross-reference of order no. and date in the certificate along with a notarized certification authenticating the correctness of the information furnished.**

**\*\* The bidders are requested to submit the latest purchase order copies supplied to Government Institutions like AIIMS, PGIMER, JIPMER, Institute of National importance for the specific model quoted along with the price bid.**

**Section – X**  
**TENDER FORM**

Date\_\_\_\_\_

To  
CEO  
HLL Infra Tech Services Limited  
Procurement and Consultancy Division  
B-14 A, Sector -62, Noida -201307, Uttar Pradesh.

Ref. Your TE document No. \_\_\_\_\_ dated \_\_\_\_\_

We, the undersigned have examined the above mentioned TE document, including amendment/corrigendum No. \_\_\_\_\_, dated \_\_\_\_\_ (*if any*), the receipt of which is hereby confirmed. We now offer to supply and deliver \_\_\_\_\_ (*Description of goods and services*) in conformity with your above referred document **for the sum as shown in the price schedules attached herewith and made part of this tender**. If our tender is accepted, we undertake to supply the goods and perform the services as mentioned above, in accordance with the delivery schedule specified in the List of Requirements.

We further confirm that, if our tender is accepted, we shall provide you with a performance security of required amount in an acceptable form in terms of GCC clause 5, read with modification, if any, in Section - V – “Special Conditions of Contract”, for due performance of the contract.

We agree to keep our tender valid for acceptance as required in the GIT clause 20, read with modification, if any in Section - III – “Special Instructions to Tenderers” or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.

We confirm that we fully agree to the terms and conditions specified in above mentioned TE document, including amendment/ corrigendum if any

(Signature with date)

(Name and designation)

Duly authorised to sign tender for and on behalf of

**SECTION – XI**  
**PRICE SCHEDULE**

Price to be filled in the relevant field of Price Format in Excel provided in the e-tendering portal.

**SECTION – XII**  
**QUESTIONNAIRE**

**Fill up the Techno-Commercial Compliance Sheet Bid provided in spreadsheet (Excel file) and upload in the C-Folder**

1. The tenderer should furnish specific answers to all the questions/issues mentioned in the Techno-Commercial Compliance Sheet. In case a question/issue does not apply to a tenderer, the same should be answered with the remark “not applicable”.
2. Wherever necessary and applicable, the tenderer shall enclose certified scanned copy as documentary proof/ evidence to substantiate the corresponding statement.
3. In case a tenderer furnishes a wrong or evasive answer against any of the question/issues, their tender is liable to be ignored.

Note: *The documents like Priced Proforma Invoice (Single Proforma Invoice from Manufacturer’s indicating uniform unit rates) and List of Consumables with prices can be uploaded in the Notes & Attachment under Rfx information (Please note, in the separate Notes & Attachment provided under Rfx information and not in the C-Folder Notes & Attachments).*

**SECTION – XIII**

**BANK GUARANTEE FORM FOR EMD**

Whereas \_\_\_\_\_ (hereinafter called the “Tenderer”) has submitted its quotation dated \_\_\_\_\_ for the supply of \_\_\_\_\_ (hereinafter called the “tender”) against the purchaser’s tender enquiry No. \_\_\_\_\_ Know all persons by these presents that we \_\_\_\_\_ of \_\_\_\_\_ (Hereinafter called the “Bank”) having our registered office at \_\_\_\_\_ are bound unto \_\_\_\_\_ (hereinafter called the “Purchaser) in the sum of \_\_\_\_\_ for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_. The conditions of this obligation are:

- 1) If the Tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- 2) If the Tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-

fails or refuses to furnish the performance security for the due performance of the contract  
or  
fails or refuses to accept/execute the contract or  
if it comes to notice that the information/documents furnished in its tender is incorrect,  
false, misleading or forged

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition(s).

This guarantee will remain in force for a period of forty-five days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

.....  
(Signature with date of the authorised officer of the Bank)

.....  
Name and designation of the officer

.....  
Seal, name & address of the Bank and address of the Branch

**SECTION – XIV**

**MANUFACTURER’S AUTHORISATION FORM**

CEO  
HLL Infra Tech Services Limited  
Procurement and Consultancy Division  
B-14 A, Sector -62, Noida -201307, Uttar Pradesh.

Dear Sir,

Ref: Your TE document No \_\_\_\_\_ dated \_\_\_\_\_

We, \_\_\_\_\_ who are proven and reputable manufacturers of \_\_\_\_\_ (*name and description of the goods offered in the tender*) having factories at \_\_\_\_\_, hereby authorise Messrs \_\_\_\_\_ (*name and address of the agent*) to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred TE documents for the above goods manufactured by us.

We also state that we are not participating directly in this tender for the following reason(s):  
\_\_\_\_\_  
(*please provide reason here*).

We further confirm that no supplier or firm or individual other than Messrs. \_\_\_\_\_ (*name and address of the above agent*) is authorised to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred TE documents for the above goods manufactured by us.

We also hereby extend our full warranty, CMC as applicable as per clause 15 of the General Conditions of Contract, read with modification, if any, in the Special Conditions of Contract for the goods and services offered for supply by the above firm against this TE document.

We also hereby confirm that we would be responsible for the satisfactory execution of contract placed on the authorised agent

We also confirm that the price quoted by our agent shall not exceed the price which we would have quoted directly”

Yours faithfully,

[*Signature with date, name, designation and Email*]  
for and on behalf of Messrs \_\_\_\_\_  
[*Name & address of the manufacturers*]

Note:

- (1) *This letter of authorisation should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.*
- (2) *Original letter may be sent.*
- (3) *The purchaser reserves the right to verify this document with its signatory.*

**SECTION – XV**

**BANK GUARANTEE FORM FOR PERFORMANCE SECURITY/ CMC SECURITY**

CEO  
HLL Infra Tech Services Limited  
Procurement and Consultancy Division  
B-14 A, Sector -62, Noida -201307, Uttar Pradesh.

WHEREAS \_\_\_\_\_ (Name and address of the supplier) (Hereinafter called “the supplier”) has undertaken, in pursuance of contract no \_\_\_\_\_ dated \_\_\_\_\_ to supply (description of goods and services) (herein after called “the contract”).

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognised by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of. \_\_\_\_\_ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid till such time to cover two months beyond the warranty period from the date of Notification of Award i.e. up to \_\_\_\_\_ (indicate date).

.....  
(Signature with date of the authorised officer of the Bank)

.....  
Name and designation of the officer

.....  
Seal, name & address of the Bank and address of the Branch



## SECTION – XVI

## CONTRACT FORM - A

**CONTRACT FORM FOR SUPPLY, INSTALLATION, COMMISSIONING, HANDING OVER, TRIAL RUN, TRAINING OF OPERATORS & WARRANTY OF GOODS**

(Address of the Purchaser/Consignee  
Office issuing the contract)

Contract No \_\_\_\_\_ dated \_\_\_\_\_

**This is in continuation to this office's Notification of Award No \_\_\_\_\_ dated \_\_\_\_\_**

1. Name & address of the Supplier: \_\_\_\_\_
2. Purchaser's TE document No \_\_\_\_\_ dated \_\_\_\_\_ and subsequent Amendment No \_\_\_\_\_, dated \_\_\_\_\_ (if any), issued by the purchaser
3. Supplier's Tender No \_\_\_\_\_ dated \_\_\_\_\_ and subsequent communication(s) No \_\_\_\_\_ dated \_\_\_\_\_ (if any), exchanged between the supplier and the purchaser in connection with this tender.
4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as integral part of this contract:
  - (i) General Conditions of Contract;
  - (ii) Special Conditions of Contract;
  - (iii) List of Requirements;
  - (iv) Technical Specifications;
  - (v) Quality Control Requirements;
  - (vi) Tender Form furnished by the supplier;
  - (vii) Price Schedule(s) furnished by the supplier in its tender;
  - (viii) Manufacturers' Authorisation Form (if applicable for this tender);
  - (ix) Purchaser's Notification of Award

Note: The words and expressions used in this contract shall have the same meanings as are respectively assigned to them in the conditions of contract referred to above. Further, the definitions and abbreviations incorporated under clause 1 of Section II – 'General Instructions to Tenderers' of the Purchaser's TE document shall also apply to this contract.

5. Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below for ready reference:
  - (i) Brief particulars of the goods and services which shall be supplied/ provided by the supplier are as under:

Schedule No.	Brief description of goods/services	Accounting unit	Quantity to be supplied	Unit Price	Total price	Terms of delivery

Any other additional services (if applicable) and cost thereof: \_\_\_\_\_

Total value (in figure) \_\_\_\_\_ (In words) \_\_\_\_\_

- (ii) Delivery schedule
- (iii) Details of Performance Security
- (iv) Quality Control
  - (a) Mode(s), stage(s) and place(s) of conducting inspections and tests.
  - (b) Designation and address of purchaser's inspecting officer
- (v) Destination and despatch instructions
- (vi) Consignee, including port consignee, if any

6. Warranty clause

7. Payment terms

8. Paying authority

\_\_\_\_\_  
(Signature, name and address  
of the Purchaser's/Consignee's authorised official)  
For and on behalf of \_\_\_\_\_

Received and accepted this contract  
(Signature, name and address of the supplier's executive  
duly authorised to sign on behalf of the supplier)  
For and on behalf of \_\_\_\_\_  
(Name and address of the supplier)  
(Seal of the supplier)

Date: \_\_\_\_\_

Place: \_\_\_\_\_

**SECTION – XVII**

**CONSIGNEE RECEIPT CERTIFICATE**

(To be given by consignee's authorized representative)

The following store (s) has/have been received in good condition:

- 1) Contract No. & date : \_\_\_\_\_
- 2) Supplier's Name : \_\_\_\_\_
- 3) Consignee's Name & Address with  
telephone No. & Fax No. : \_\_\_\_\_
- 4) Name of the item supplied : \_\_\_\_\_
- 5) Quantity Supplied : \_\_\_\_\_
- 6) Date of Receipt by the Consignee : \_\_\_\_\_
- 7) Name and designation of Authorized  
Representative of Consignee : \_\_\_\_\_
- 8) Signature of Authorized Representative of  
Consignee with date : \_\_\_\_\_
- 9) Seal of the Consignee : \_\_\_\_\_

**SECTION – XVIII**  
**Proforma of Final Acceptance Certificate by the Consignee**

No \_\_\_\_\_

Date \_\_\_\_\_

**To**

M/s \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<b>Subject:</b> Certificate of commissioning of equipment /plant.
---

This is to certify that the equipment (s)/plant(s) as detailed below has/have been received in good conditions along with all the standard and special accessories and a set of spares (subject to remarks in Para no.02) in accordance with the contract/technical specifications. The same has been installed and commissioned.

- (a) Contract No \_\_\_\_\_ dated \_\_\_\_\_
- (b) Description of the equipment (s)/plants: \_\_\_\_\_
- (c) Equipment (s)/ plant(s) nos.: \_\_\_\_\_
- (d) Quantity: \_\_\_\_\_
- (e) Bill of Loading/Air Way Bill/Railway Receipt/ Goods Consignment Note no \_\_\_\_\_ dated \_\_\_\_\_
- (f) Name of the vessel/Transporters: \_\_\_\_\_
- (g) Name of the Consignee: \_\_\_\_\_
- (h) Date of site hand-over to the supplier by consignee: : \_\_\_\_\_
- (i) Date of commissioning and proving test: \_\_\_\_\_

**Details of accessories/spares not yet supplied and recoveries to be made on that account.**

Sl. No.	Description of Item	Quantity	Amount to be recovered

The proving test has been done to our entire satisfaction and operators have been trained to operate the equipment (s)/plant(s).

The supplier has fulfilled its contractual obligations satisfactorily ## or

The supplier has failed to fulfil its contractual obligations with regard to the following:

- a) He has not adhered to the time schedule specified in the contract in dispatching the documents/ drawings pursuant to 'Technical Specifications'.
- b) He has not supervised the commissioning of the equipment (s)/plant(s) in time, i.e. within the period specified in the contract from date of intimation by the Purchaser/Consignee in respect of the installation of the equipment (s)/plant(s).
- c) The supplier as specified in the contract has not done training of personnel.

The extent of delay for each of the activities to be performed by the supplier in terms of the contract

is

The amount of recovery on account of non-supply of accessories and spares is given under Para no.02.

The amount of recovery on account of failure of the supplier to meet his contractual obligations is \_\_\_\_\_ (here indicate the amount).

*(Signature)*

*(Name)*

*(Designation with stamp)*

**## Explanatory notes for filling up the certificate:**

- i) He has adhered to the time schedule specified in the contract in dispatching the documents/drawings pursuant to 'Technical Specification'.
- ii) He has supervised the commissioning of the equipment (s)/plant(s) in time, i.e. within the time specified in the contract from date of intimation by the Purchaser/Consignee in respect of the installation of the equipment (s)/plant(s).
- iii) Training of personnel has been done by the supplier as specified in the contract.
- iv) In the event of documents/drawings having not been supplied or installation and commissioning of the equipment (s)/plant(s) having been delayed on account of the supplier, the extent of delay should always be mentioned in clear terms.

**Section – XIX****Consignee List**

<b>Sl. No.</b>	<b>Name of Hospital and Address</b>	<b>State</b>
1	BHU	UP

**APPENDIX – A**

No. P-45021/2/2017-B.E.-II  
Government of India  
Ministry of Commerce and Industry  
Department of Industrial Policy and Promotion  
\*\*\*\*

Dated 15<sup>th</sup> June, 2017  
Udyog Bhawan, New Delhi

To

All Central Ministries/Departments/CPSUs/All concerned

**ORDER**

**Subject: Public Procurement (Preference to Make in India), Order 2017**

**Whereas** it is the policy of the Government of India to encourage 'Make in India' and promote manufacturing and production of goods and services in India with a view to enhancing income and employment, and

**Whereas** procurement by the Government is substantial in amount and can contribute towards this policy objective, and

**Whereas** local content can be increased through partnerships, cooperation with local companies, establishing production units in India or Joint Ventures (JV) with Indian suppliers, increasing the participation of local employees in services and training them,

**Now therefore the following Order is issued :**

1. This Order is issued pursuant to Rule 153 (iii) of the General Financial Rules 2017.
2. **Definitions:** For the purposes of this Order:

*'Local content'* means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.

*'Local supplier'* means a supplier or service provider whose product or service offered for procurement meets the minimum local content as prescribed under this Order or by the competent Ministries / Departments in pursuance of this order.

*'L1'* means the lowest tender or lowest bid or the lowest quotation received in a tender, bidding process or other procurement solicitation as adjudged in the evaluation process as per the tender or other procurement solicitation.

*'margin of purchase preference'* means the maximum extent to which the price quoted by a local supplier may be above the L1 for the purpose of purchase preference.

*'Nodal Ministry'* means the Ministry or Department identified pursuant to this order in respect of a particular item of goods or services.

.....Contd. p.2/-

-2-

'Procuring entity' means a Ministry or department or attached or subordinate office of, or autonomous body controlled by, the Government of India and includes Government companies as defined in the Companies Act.

3. **Requirement of Purchase Preference:** Subject to the provisions of this Order and to any specific instructions issued by the Nodal Ministry or in pursuance of this Order, purchase preference shall be given to local suppliers in all procurements undertaken by procuring entities in the manner specified hereunder:
- a. In procurement of goods in respect of which the Nodal Ministry has communicated that there is sufficient local capacity and local competition, and where the estimated value of procurement is Rs. 50 lakhs or less, only local suppliers shall be eligible. If the estimated value of procurement of such goods is more than Rs. 50 lakhs, the provisions of sub-paragraph b or c, as the case may be, shall apply.
  - b. In the procurements of goods which are not covered by paragraph 3a and which are divisible in nature, the following procedure shall be followed:
    - i. Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a local supplier, the contract for full quantity will be awarded to L1.
    - ii. If L1 bid is not from a local supplier, 50% of the order quantity shall be awarded to L1. Thereafter, the lowest bidder among the local suppliers, will be invited to match the L1 price for the remaining 50% quantity subject to the local supplier's quoted price falling within the margin of purchase preference, and contract for that quantity shall be awarded to such local supplier subject to matching the L1 price. In case such lowest eligible local supplier fails to match the L1 price or accepts less than the offered quantity, the next higher local supplier within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly. In case some quantity is still left uncovered on local suppliers, then such balance quantity may also be ordered on the L1 bidder.
  - c. In procurements of goods not covered by sub-paragraph 3a and which are not divisible, and in procurement of services where the bid is evaluated on price alone, the following procedure shall be followed:
    - i. Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a local supplier, the contract will be awarded to L1.
    - ii. If L1 is not from a local supplier, the lowest bidder among the local suppliers, will be invited to match the L1 price subject to local supplier's quoted price falling within the margin of purchase preference, and the contract shall be awarded to such local supplier subject to matching the L1 price.
    - iii. In case such lowest eligible local supplier fails to match the L1 price, the local supplier with the next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the local suppliers within the margin of purchase preference matches the L1 price, then the contract may be awarded to the L1 bidder.

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4. **Exemption of small purchases:** Notwithstanding anything contained in paragraph 3, procurements where the estimated value to be procured is less than Rs. 5 lakhs shall be exempt from this Order. However, it shall be ensured by procuring entities that procurement is not split for the purpose of avoiding the provisions of this Order.
5. **Minimum local content:** The minimum local content shall ordinarily be 50%. The Nodal Ministry may prescribe a higher or lower percentage in respect of any particular item and may also prescribe the manner of calculation of local content.
6. **Margin of Purchase Preference:** The margin of purchase preference shall be 20% .
7. **Requirement for specification in advance:** The minimum local content, the margin of purchase preference and the procedure for preference to Make in India shall be specified in the notice inviting tenders or other form of procurement solicitation and shall not be varied during a particular procurement transaction.
8. **Government E-marketplace:** In respect of procurement through the Government E-marketplace (GeM) shall, as far as possible, specifically mark the items which meet the minimum local content while registering the item for display, and shall, wherever feasible, make provision for automated comparison with purchase preference and without purchase preference and for obtaining consent of the local supplier in those cases where purchase preference is to be exercised.
9. **Verification of local content:**
  - a. The local supplier at the time of tender, bidding or solicitation shall be required to provide self-certification that the item offered meets the minimum local content and shall give details of the location(s) at which the local value addition is made.
  - b. In cases of procurement for a value in excess of Rs. 10 crores, the local supplier shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.
  - c. Decisions on complaints relating to implementation of this Order shall be taken by the competent authority which is empowered to look into procurement-related complaints relating to the procuring entity.
  - d. Nodal Ministries may constitute committees with internal and external experts for independent verification of self-declarations and auditor's/ accountant's certificates on random basis and in the case of complaints.
  - e. Nodal Ministries and procuring entities may prescribe fees for such complaints.
  - f. False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.
  - g. A supplier who has been debarred by any procuring entity for violation of this Order shall not be eligible for preference under this Order for procurement by any other procuring entity for the

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duration of the debarment. The debarment for such other procuring entities shall take effect prospectively from the date on which it comes to the notice of other procurement entities, in the manner prescribed under paragraph 9h below.

- h. The Department of Expenditure shall issue suitable instructions for the effective and smooth operation of this process, so that:
- i. The fact and duration of debarment for violation of this Order by any procuring entity are promptly brought to the notice of the Member-Convenor of the Standing Committee and the Department of Expenditure through the concerned Ministry /Department or in some other manner;
  - ii. on a periodical basis such cases are consolidated and a centralized list or decentralized lists of such suppliers with the period of debarment is maintained and displayed on website(s);
  - iii. in respect of procuring entities other than the one which has carried out the debarment, the debarment takes effect prospectively from the date of uploading on the website(s) in the such a manner that ongoing procurements are not disrupted.

**10. Specifications in Tenders and other procurement solicitations:**

- a. Every procuring entity shall ensure that the eligibility conditions in respect of previous experience fixed in any tender or solicitation do not require proof of supply in other countries or proof of exports.
- b. Procuring entities shall endeavour to see that eligibility conditions, including on matters like turnover, production capability and financial strength do not result in unreasonable exclusion of local suppliers who would otherwise be eligible, beyond what is essential for ensuring quality or creditworthiness of the supplier.
- c. Procuring entities shall, within 2 months of the issue of this Order review all existing eligibility norms and conditions with reference to sub-paragraphs 'a' and 'b' above.
- d. If a Nodal Ministry is satisfied that Indian suppliers of an item are not allowed to participate and/ or compete in procurement by any foreign government, it may, if it deems appropriate, restrict or exclude bidders from that country from eligibility for procurement of that item and/ or other items relating to that Nodal Ministry. A copy of every instruction or decision taken in this regard shall be sent to the Chairman of the Standing Committee.
- e. For the purpose of sub-paragraph 10 d above, a supplier or bidder shall be considered to be from a country if (i) the entity is incorporated in that country, or (ii) a majority of its shareholding or effective control of the entity is exercised from that country; or (iii) more than 50% of the value of the item being supplied has been added in that country. Indian suppliers shall mean those entities which meet any of these tests with respect to India."

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11. **Assessment of supply base by Nodal Ministries:** The Nodal Ministry shall keep in view the domestic manufacturing / supply base and assess the available capacity and the extent of local competition while identifying items and prescribing minimum local content or the manner of its calculation, with a view to avoiding cost increase from the operation of this Order.
12. **Increase in minimum local content:** The Nodal Ministry may annually review the local content requirements with a view to increasing them, subject to availability of sufficient local competition with adequate quality.
13. **Manufacture under license/ technology collaboration agreements with phased indigenization:** While notifying the minimum local content, Nodal Ministries may make special provisions for exempting suppliers from meeting the stipulated local content if the product is being manufactured in India under a license from a foreign manufacturer who holds intellectual property rights and where there is a technology collaboration agreement / transfer of technology agreement for indigenous manufacture of a product developed abroad with clear phasing of increase in local content.
14. **Powers to grant exemption and to reduce minimum local content:** Ministries /Departments of Government of India and the Boards of Directors of Government companies or autonomous bodies may, by written order,
  - a. reduce the minimum local content below the prescribed level;
  - b. reduce the margin of purchase preference below 20% ;
  - c. exempt any particular item or procuring or supplying entities or class or classes of items or procuring or supplying entities from the operation of this Order or any part of the Order.A copy of every such order shall be marked to the Member-Convenor of the Standing Committee constituted under this Order.
15. **Directions to Government companies:** In respect of Government companies and other procuring entities not governed by the General Financial Rules, the administrative Ministry or Department shall issue policy directions requiring compliance with this Order.
16. **Standing Committee:** A standing committee is hereby constituted with the following membership:
  - Secretary, Department of Industrial Policy and Promotion—Chairman
  - Secretary, Commerce—Member
  - Secretary, Ministry of Electronics and Information Technology—Member
  - Joint Secretary (Public Procurement), Department of Expenditure—Member
  - Joint Secretary (DIPP)—Member-ConvenorThe Secretary of the Department concerned with a particular item shall be a member in respect of issues relating to such item. The Chairman of the Committee may co-opt technical experts as relevant to any issue or class of issues under its consideration.

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17. **Functions of the Standing Committee:** The Standing Committee shall meet as often as necessary but not less than once in six months. The Committee
- a. shall oversee the implementation of this order and issues arising therefrom, and make recommendations to Nodal Ministries and procuring entities.
  - b. shall annually assess and periodically monitor compliance with this Order
  - c. shall identify Nodal Ministries and the allocation of items among them for issue of notifications on minimum local content
  - d. may require furnishing of details or returns regarding compliance with this Order and related matters
  - e. may, during the annual review or otherwise, assess issues, if any, where it is felt that the manner of implementation of the order results in any restrictive practices, cartelization or increase in public expenditure and suggest remedial measures
  - f. may examine cases covered by paragraph 13 above relating to manufacture under license/ technology transfer agreements with a view to satisfying itself that adequate mechanisms exist for enforcement of such agreements and for attaining the underlying objective of progressive indigenization
  - g. may consider any other issue relating to this Order which may arise.
18. **Removal of difficulties:** Ministries /Departments and the Boards of Directors of Government companies may issue such clarifications and instructions as may be necessary for the removal of any difficulties arising in the implementation of this Order.
19. **Ministries having existing policies:** Where any Ministry or Department has its own policy for preference to local content approved by the Cabinet after 1<sup>st</sup> January 2015, such policies will prevail over the provisions of this Order. All other existing orders on preference to local content shall be reviewed by the Nodal Ministries and revised as needed to conform to this Order, within two months of the issue of this Order.
20. **Transitional provision:** This Order shall not apply to any tender or procurement for which notice inviting tender or other form of procurement solicitation has been issued before the issue of this Order.

  
(B. S. Nayak)

Under Secretary to Government of India  
Ph. 23061257

**APPENDIX-B**  
**INTEGRITY PACT**

HLL Infra Tech Services Ltd.

Division : \_\_\_\_\_

Tender No: \_\_\_\_\_

**PRE-CONTRACT INTEGRITY PACT**

This Pre-Contract Integrity Pact (herein after called the Integrity Pact) is made on \_\_\_\_\_ day of the month of February 2012,

**Between**

HLL Infra Tech Services Ltd. [HITES], a wholly owned subsidiary company of M/s. HLL Lifecare Ltd. a Government of India Enterprise with registered office at HLL Bhavan, Poojappura, Thiruvananthapuram 695 012, Kerala, India. (Hereinafter called "HITES", which expression shall mean and include, unless the context otherwise requires, his successors in office and assigns) of the First Party.

**And**

M/s \_\_\_\_\_ with office at \_\_\_\_\_ represented by Shri \_\_\_\_\_, Chief Executive Officer (hereinafter called the "BIDDER/Seller"/Contractor which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second Party.

**Preamble**

[Both HITES and BIDDER referred above are jointly referred to as the Parties]

HITES intends to award, under laid down organizational procedures, Purchase orders / contract/s against Tender /Work Order /Purchase Order No. .... HITES desires full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:-

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1. Enable HITES to obtain the desired materials/ stores/equipment/ work/ project done at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement; and
2. Enable the BIDDER to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and HITES will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

**Clause.1. Commitments of HITES**

- 1.1 HITES undertakes that HITES and/or its Associates (i.e. employees, agents, consultants, advisors, etc.) will not demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.
- 1.2 HITES will, during the tender process / pre-contract stage, treat all BIDDERS with equity and reason, and will provide to all BIDDERS the same information and will not provide any such information or additional information, which is confidential in any manner, to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS in relation to tendering process or during the contract execution.
- 1.3 All the officials of HITES will report to Chief Vigilance Officer of HITES (CVO), any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.
- 1.4 HITES will exclude from the process all known prejudiced persons and persons who would be known to have a connection or nexus with the prospective bidder.

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- 1.5 If the BIDDER reports to HITES with full and verifiable facts any misconduct on the part of HITES's Associates (i.e. employees, agents, consultants, advisors, etc.) and the same is prima facie found to be correct by HITES, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by HITES. Further, such an Associate may be debarred from further dealings related to the contract process. In such a case, while an enquiry is being conducted by HITES the proceedings under the contract would not be stalled.

**Clause 2. Commitments of BIDDERS/ CONTRACTORS**

2. The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:-

- 2.1 The BIDDER will not offer, directly or indirectly (i.e. employees, agents, consultants, advisors, etc.) any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of HITES, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.

- 2.2 The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of HITES or otherwise in procuring the contract or forbearing to do or having done any act in relation to obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favour or disfavor to any person in relation to the contract or any other contract with the Government.

- 2.3 The BIDDER will not engage in collusion, price fixing, cartelization, etc. with other counterparty(s).

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- 2.4 The counterparty will not pass to any third party any confidential information entrusted to it, unless duly authorized by HITES.
- 2.5 The counterparty will promote and observe ethical practices within its Organization and its affiliates.
- 2.6 BIDDER shall disclose the name and address of agents and representatives and Indian BIDDERS shall disclose their foreign principals or associates.
- 2.7 The counterparty will not make any false or misleading allegations against HITES or its Associates.
- 2.8 BIDDERS shall disclose the payments to be made by them to agents/brokers or any other intermediary, in connection with this bid/contract.
- 2.9 The BIDDER further confirms and declares to HITES that the BIDDER is the original manufacture/integrator/authorized government sponsored export entity of the defense stores and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to HITES or any of its functionaries, whether officially or unofficially to award the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.
- 2.10 The BIDDER while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of HITES or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.
- 2.11 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
- 2.12 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.



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2.13 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of HITES, or alternatively, if any relative of an officer of HITES has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender.

The term 'relative' for this purpose would be as defined in Section 6 of the Companies Act 1956.

2.14 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of HITES.

2.15 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract, and will not enter into any undisclosed agreement or understanding with other Bidders, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

2.16 The BIDDER will not commit any offence under the relevant Indian Penal Code, 1860 or Prevention of Corruption Act, 1988; further the Bidder(s)/ Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the HITES as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

2.17 The BIDDER will not instigate third persons to commit offences outlined above or be an accessory to such offences.

2.18 The Bidder(s)/Contractors(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly the Bidder(s)/Contractors(s) of Indian Nationality shall furnish the name and address of the foreign Principal(s), if any.

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**Clause.3. Previous contravention and Disqualification from tender process and exclusion from future contracts**

**3.1**

The BIDDER declares that no previous contravention occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify BIDDER's exclusion from the tender process

**3.2**

The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

If BIDDER before award or during execution has committed a contravention through a violation of Clause 2, above or in any other form such as to put his reliability or credibility in question, HITES is entitled to disqualify the BIDDER from the tender process.

**Clause .4. Equal treatment of all Bidders / Contractors / Subcontractors**

**4.1**

The Bidder(s)/ Contractor(s) undertake(s) to demand from his Subcontractors a commitment in conformity with this Integrity Pact.

**4.2**

HITES will enter into agreements with identical conditions as this one with all Bidders and Contractors.

**4.3**

HITES will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

**Clause .5. Consequences of Violation / Breach**

5.1 Any breach of the aforesaid provision by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle HITES to take all or any one of the following action, wherever required:-

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- i. To Immediately call off the pre-contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
- ii. If BIDDER commits violation of Integrity Pact Policy during bidding process, he shall be liable to compensate HITES by way of liquidated damages amounting to a sum equivalent to 5% to the value of the offer or the amount equivalent to Earnest Money Deposit/Bid Security, whichever is higher.
- iii. In case of violation of the Integrity Pact after award of the contract, HITES will be entitled to terminate the contract. HITES shall also be entitled to recover from the contractor liquidated damages equivalent to 10% of the contract value or the amount equivalent to security deposit/ performance guarantee, whichever is higher.
- iv. To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
- v. To recover all sums already paid by HITES, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the BIDDER from HITES in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid amount.
- vi. To encash the advance bank guarantee and performance guarantee /warranty bond, if furnished by the BIDDER, in order to recover the payments already made by HITES, along with interest.
- vii. To cancel all or any other contract with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to HITES resulting from such cancellation/recession and HITES shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.

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- viii. To debar the BIDDER from participating in future bidding processes of HITES for a minimum period of five (5) years, which may be further extended at the discretion of HITES or until Independent External Monitors is satisfied that the Counterparty will not commit any future violation.
- ix. To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
- x. In cases where irrevocable Letters of credit have been received in respect of any contract signed by HITES with the BIDDER, the same shall not be opened.
- xi. Forfeiture of performance guarantee in case of a decision by HITES to forfeit the same without assigning any reason for imposing sanction for violation of the pact.

5.2 HITES will be entitled to all or any of the actions mentioned in para 5.1(i) to (x) of this pact also on the commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in Chapter IX of the Indian Penal Code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

5.3 The decision of HITES to the effect that a breach of the provisions of this Pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent External Monitor(s) appointed for the purposes of this Pact.

**Clause.6. Fall Clause**

The BIDDER undertakes that it has not supplied/is not supplying similar product/systems or subsystems OR providing similar services at a price / charge lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU and if it is found any stage that similar product/systems or sub systems was supplied by the BIDDER to any to the Ministry/Department of the Government of India or a PSU at a lower price, then that very price, with due allowance for elapsed time will be applicable to the present case and the difference in the cost would be refunded by the BIDDER to HITES, if the contract has already been concluded.

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**Clause .7. Independent External Monitor(s)**

- 7.1 HITES has appointed Independent External Monitor(s) (hereinafter referred to as Monitor(s)) for this Pact in consultation with the Central Vigilance Commission (Name and addresses of the Monitor(s) to be given).
- 7.2 The responsibility of the Monitor(s) shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.
- 7.3 The Monitor(s) shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.
- 7.4 Both the parties accept that the Monitor(s) have the right to access all the documents relating to the project/ procurement, including minutes of meetings.
- 7.5 As soon as the Monitor(s) notices, or has reason to believe, a violation of this pact, he will so inform the CVO.
- 7.6 The BIDDER(S) accepts that the Monitor(s) have the right to access without restriction to all project documentation of HITES including that provided by the BIDDER. The BIDDER will also grant the Monitor(s), upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to subcontractors engaged by the BIDDER. The Monitor(s) shall be under contractual obligation to treat the information and documents of the BIDDER/ Subcontractor(s) with confidentiality.
- 7.7 HITES will provide to the Monitor(s) sufficient information about all meetings among the parties related to the Project provided such meeting could have an impact on the contractual relation between the parties. The parties will offer to the Monitor(s) option to participate in such meetings.
- 7.8 The Monitor(s) will submit a written report to the CVO of HITES within 8 to 10 weeks from the date of reference or intimation to him by HITES/BIDDER and, should consent arise, submit proposals for correcting problematic situations.

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**Clause.8.Criminal charges against violating Bidder(s)/  
\_\_\_\_\_ Contractor(s)/ Subcontractor(s)**

If HITES obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if HITES has substantive suspicion in this regard, HITES will inform the same to the Chief Vigilance Officer.

**Clause.9. Facilitation of Investigation**

In case of any allegation of violation of any provisions of this Pact or payment of commission, HITES or its agencies shall be entitled to examine all the documents, including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

**Clause.10. Law and Place of Jurisdiction**

Both the Parties agree that this Pact is subject to Indian Law. The place of performance and hence this Pact shall be subject to Thiruvananthapuram Jurisdiction.

**Clause.11. Other legal Actions**

The actions stipulated in the Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

**Clause.12. Validity and Duration of the Agreement**

This Pact begins when both parties have legally signed it. It expires for the Contractor/Successful bidder 12 months after the last payment under the contract or the complete execution of the contract to the satisfaction of the both HITES and the BIDDER /Seller, including warranty period, whichever is later, and for all other Bidders/unsuccessful bidders 6 months after the contract has been awarded.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Chairman and Managing Director of HITES.

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**Clause. 13. Other provisions**

13.1 Changes and supplements as well as termination notices need to be made in writing. Both the Parties declare that no side agreements have been made to this Integrity Pact.

13.1 If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

13.1 Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions

INWITNESS THEREOF the parties have signed and executed this pact at the place and date first above mentioned in the presents of following witnesses:

**HLL Infra Tech Services Ltd.**

**Bidder**

\_\_\_\_\_  
Director & CEO

\_\_\_\_\_  
Chief Executive

Witness

Witness

1.....

1.....

2.....

2.....

\* Provisions of these clauses would be amended /deleted in line with the policy of the HITES in regard to involvement of Indian agents of foreign suppliers.