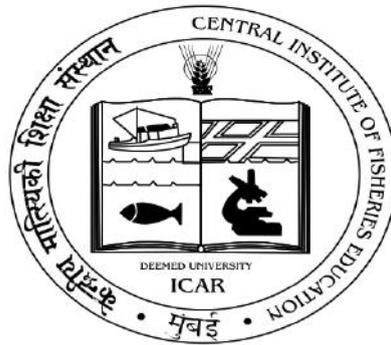


ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION
(DEEMED UNIVERSITY)
Panch Marg, Off Yari Road, Versova, Andheri (West)
MUMBAI - 400061

Tel. No. 022-26361446/7/8 Fax No. 022-26361573
Web Site: www.cife.edu.in



TENDER DOCUMENT





ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION

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SUPPLY OF FURNITURE

F. No. 36-16/16-17/Furniture/P

Dated: 10 October 2016

TENDER FOR SUPPLY OF FURNITURE

To

Sub : Supply of Tender Form - reg.

Dear Sir,

With reference to your application dated _____, please find enclosed herewith Tender form along with the detailed specifications. Receipt No. _____ Dated _____ for the supply of furniture for Central Institute of Fisheries Education (CIFE), Mumbai

Kindly acknowledge the receipt of the same.

Yours faithfully,

Senior Administrative Officer



ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION

(DEEMED UNIVERSITY)

Panch Marg, Off Yari Road, Versova, Andheri (West),
MUMBAI-400061



Tel. No. 022-26361446/7/8, Fax No. 022-26361573

Web Site : www.cife.edu.in

F. No. 36-16/16-17/Furniture/P

IMPORTANT DATES

1	Issue of tender document form	:	10.10.2016 to 01.11.2016
2	Submission of sealed Tenders	:	Up to 1300 hrs. on 01.11.2016
3	Opening of tender	:	At 1530 hrs. on 01.11.2016

INDEX

NO	DISCRETION	PAGE NO.
1	SECTION-I GENERAL INSTRUCTIONS TO THE TENDERER	5-10
2	SECTION –II CONDITIONS OF CONTRACT	11
B	PART-II SPECIFICATIONS & BILL OF QUANTITIES (BOQ)	12-20

Senior Administrative Officer



**ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION
(DEEMED UNIVERSITY)**

Panch Marg, Off Yari Road, Versova, Andheri (West),
MUMBAI-400061

Tel. No. 022-26361446/7/8, Fax No. 022-26361573

Web Site : www.cife.edu.in



F. No. 36-16/16-17/Furniture/P

Dated: 10 October 2016

NOTICE INVITING TENDER

The Director, ICAR - Central Institute of Fisheries Education (CIFE), Mumbai invites sealed Tenders from the reputed manufacturers/suppliers for **Supply of Furniture** at the New Campus of CIFE, Panch Marg, Off Yari Road, Versova, Andheri (West), Mumbai - 400061

SNo.	Name of the items	Cost of tender form	Earnest Money Deposit (EMD)
1	Supply of furniture (Office Tables, Chairs, Laboratory Stools, File Cabinet, Almirah, Book Shelves, Sofa Sets, Wooden Cot, etc.)	Rs.1,000.00	2.5% of the quoted amount

The Tender document will be issued to the interested firms from **10.10.2016 to 01.11.2016** on all working days during office hours on payment of prescribed tender cost mentioned above in the form of cash or crossed demand draft drawn in favour of **"ICAR Unit – CIFE" payable at Mumbai**. The tender document can also be downloaded from CIFE website. The firms who download the tender document from the web site need to enclose a demand draft towards the cost of tender form at the time of submission of the tender document. The Tender document submitted without the cash receipt or demand draft in support of the cost of tender form shall be rejected. Duly completed tender document must be submitted in a sealed envelope superscripted with title as "Supply of furniture" up to **1300 hours on 01 November 2016** to the Director, CIFE, Mumbai. **The tenders shall be opened on the same day at 1530 hours in the committee room of CIFE (New Campus) in presence of the intended tenderers.** Incomplete Tenders and the Tenders received after the due date and time will not be accepted. The interested firms may also visit the institute for inspection of the site, and consult the under signed for any additional information, if required.

The Director, CIFE, Mumbai reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever. No correspondence shall be entertained in this regard.

Senior Administrative Officer



ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION
(Deemed University, Indian Council of Agricultural Research)
Panch Marg, Off Yari Road, Versova, Andheri (West),
MUMBAI-400061

Tel. No. 022-26361446/7/8, Fax No. 022-26361573
Web Site : www.cife.edu.in



SECTION - I

F. No. 36-16/16-17/Furniture/P

Dated: 10 October 2016

SUBJECT: SUPPLY OF FURNITURE

Note: All communications must be addressed to the Senior Administrative Officer, Central Institute of Fisheries Education (Deemed University), Indian Council of Agricultural Research, Panch Marg, Off Yari Road, Versova, Andheri (West), Mumbai-400 061.

From

The Senior Administrative Officer

Central Institute of Fisheries Education
Mumbai – 400 061

To

M/s. -----

Dear Sir(s),

Sealed Tenders are hereby invited on behalf of the Director, Central Institute of Fisheries Education (CIFE), Mumbai for **Supply of Furniture** at the New Campus of ICAR - Central Institute of Fisheries Education (Deemed University), Panch Marg, Off Yari Road, Versova, Andheri (West), Mumbai – 400 061.

1. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts placed by the CIFE and by the Research Institutes of the ICAR and the special terms and conditions detailed in the tender forms and its schedules. Please submit your rates in the tender form if you are in a position to supply the furniture in accordance with the requirements stated in

the attached schedules.

2. An earnest money (EMD) equivalent to 2.5% of the amount quoted (i.e. bid amount) must be deposited in the form of demand draft/pay order payable to **“ICAR Unit-CIFE”, Mumbai**. The particulars of the earnest money deposited must also be superscribed on the top of the envelope by indicating the draft/receipt number and date, failing which the tender will not be opened. The Tender will not be considered if earnest money is not deposited with the Tender.
3. The tenderer is being permitted to give Tender in consideration of the stipulations on his part that after submitting his tender, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fails to observe and comply with the foregoing stipulation, the aforesaid amount of EMD will be forfeited by the CIFE. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the CIFE.
4. The Schedules of the Tender form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and to be signed in full by the tenderer. In such cases reference to the additional pages must be made in the tender form. If any modification of the schedule is considered necessary, it should be communicated by means of a separate letter along with the tender. Overwriting/erasing in rates to be quoted by the tenderer will not be allowed; otherwise, the tender may be rejected.
5. The Tender is liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules to the tender are not fully filled in. Individual signing the tender or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
6. If the Tenderer does not accept the offer, after issue of letter of Intent (i.e. LOI) by the Institute (CIFE) within 15 days, the offer made shall be withdrawn and Earnest Money (EMD) will be forfeited.
7. In case of partnership firms, where no authority to refer disputes concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by every partner of the firm. A person signing the tender form or any other documents forming part of the contract on behalf of another shall be

deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the CIFE shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. Each page of the tender and the schedules to the tender and annexure, if any, should be signed by the tenderer.

8. The original copy of the tender is to be enclosed in a cover. The cover should be superscripted as Tender for **“Supply of Furniture”** at the New Campus of ICAR - Central Institute of Fisheries Education (Deemed University), Mumbai with address of this office and of the tenderer. All tenders should be sent by Registered Post. Tender may be hand delivered and should be put in the Tender Box which shall be kept in the Office of the Registrar/SAO, CIFE, Mumbai not later than **1:00 PM** on **01 November 2016**.
9. The rates quoted should be both in words and figures, failing which the Tender is liable to be rejected. You are at liberty to be present or to authorize a representative to be present at the time of opening of the Tender. The name and address of the representative who would be attending the opening of the tender on your behalf should be indicated in your tender. Please also state the name and address of your permanent representative, if any.
10. The CIFE does not pledge itself to accept the lowest or any other tender; and also reserve to itself the right of accepting the tender in whole or in part of the tender. You are however at liberty to tender for the whole or any portion or to state in the tender that the rates quoted shall apply only if the tender is considered fully. The conditional Tenders (i.e. where the bidders put conditions) will not be accepted.
11. **The quantities of items mentioned in the Bill of Quantities (BOQ) are tentative. The quantities of items may be increased or decreased as per the requirement. The successful bidder is bound to supply the items as per the quantities mentioned in the Purchase /Supply order.**
12. No interest on Earnest Money Deposit (EMD) shall be paid by the CIFE to the tenderer.
13. Sales Tax / VAT Tax or any other statutory taxes payable by Vendor should be clearly mentioned in the quotation. The institute will not entertain any additional claim whatsoever once the tender has been finalized.
14. DIRECTOR, CIFE, MUMBAI reserves the right to reduce or increase the quantities of items.
15. **The tender validity period is 90 days**
16. The decision of DIRECTOR, CIFE, MUMBAI will be final for any aspect of the contract and

binding to all parties. Disputes arising, if any, at any stage will be settled at his/her level in consultation with ICAR, New Delhi.

17. Acceptance by the Institute (CIFE) will be communicated by FAX, E-mail, Speed post or any other form of communication. Formal letter of acceptance and Supply order will be forwarded as soon as possible, but the earlier instructions in the FAX/E-mail/Express letter etc. should be acted upon immediately.
18. The Competent Authority at its discretion may detail a Committee consisting of two-three officers to visit the place(s) where the firm have supplied similar types of items of furniture before finalizing the firms for technical evaluation or issue of Purchase Order.
19. **CHECK LIST:** The following documents **must be enclosed** along with the duly filled in tender form so as to consider it eligible for award of Purchase order/Supply order
 - a) **Registration Certificate:** Registration certificate of the firm under **BOMBAY SHOPS & ESTABLISHMENT ACT 1948 (FORM – D)**, Govt. of Maharashtra or equivalent.
 - b) **Certificate for turnover:** Certificate for turnover of the firm for the last financial year. This turnover certificate should be issued by registered Chartered Accountants, failing which tender is liable to be rejected.
 - c) **IT and Balance Sheet:** Income Tax Return and balance sheet of the Firm/Agency for the last Year, AND a copy of the PAN Card.
 - e) **Experience - Cum - Satisfactory Services Certificate:** Duly certified copies (minimum three) of the satisfactory performance (at least 3) where the tenderer has provided similar type of items of furniture during the last three years.
 - f) **Client list:** A list of clients (minimum 5) where the Firm has undertaken similar works
 - j) **Sales Tax / VAT Certificate:** Sales tax /VAT registration certificate issued by the local Govt. etc.
 - k) Authorization letter of dealership/ partnership

Yours faithfully,

Senior Administrative Officer
For and on behalf of the DIRECTOR
CIFE, Mumbai-400 061

AN UNDERTAKING BY THE BIDDER

Full Name & Address of the Tenderer in addition to Post Box No., if any, should be quoted in all communications to this Office :

Telephone No. :

Telegraphic Address/FAX/Cellular No. :

E-Mail address :

FROM:

TO

The Director

Central Institute of Fisheries Education

Mumbai – 400 061

Sir,

1. I / We have read all the particulars regarding the General information and other terms and conditions pertaining to **“Tender for Supply of furniture”** at the Central Institute of Fisheries Education, Mumbai and agree to supply the furniture as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the tender.
2. I/we agree to hold this offer open till **90 (Ninety) days from the date of opening of the bids.**
3. I/We have understood these terms and conditions and shall provide the best services strictly in accordance with these requirements.
4. The total no. of sheets including Tender Document and all supporting papers is -----
5. The following pages have been added to and form a part of this tender_____.

5. Every page so attached with this tender bears my signature and the office seal.
6. Pay order/DD No. _____ of Rs. _____ drawn in favour of **“ICAR Unit CIFE”** and payable at **Mumbai** is enclosed as earnest money required.

7. Pay order/DD No. _____ of Rs. _____ drawn in favour of **“ICAR Unit CIFE”** and payable at **Mumbai** is enclosed towards the cost of tender form as we have downloaded the tender document from CIFE web site.

Yours faithfully,

Dated:

Signature & Seal of the Tenderer

Telephone No. Office:

Address:

Residence:

Occupation:

Mobile:

CENTRAL INSTITUTE OF FISHERIES EDUCATION
MUMBAI-400 061

SECTION-II
TERMS AND CONDITIONS

- (1) No advance shall be paid
- (2) Payment shall be made only after successful supply of all items of furniture as per the supply order.
- (3) The quantities mentioned in the bill of quantities (BOQ) are approximate. The Director, CIFE, Mumbai reserves the right to increase or decrease the quantities of any item of the furniture at the time of issue of supply order and the vendors are bound to supply the same. The decision of the Director, CIFE Mumbai shall be final and binding on all concerned.
- (4) The furniture in full quantity and as per the specifications mentioned in the Supply order should be supplied **within 60 days** from the date of receipt of supply order, failing which the supply order stands cancelled and no part payment shall be made besides forfeiture of EMD.
- (5) The bidders are hereby instructed to enclose brochures/catalogue/leaflets etc. in support of Technical Specifications of furniture to be supplied by them.
- (6) Bidders are instructed to mention about warranty and guarantee, if any, of the items of furniture
- (7) Items of furniture not as per the specifications mentioned in the Purchase order shall not be accepted
- (8) Selection will be on item-wise lowest basis (provided the specifications of items of furniture are in accordance with the requirement of indenter/CIFE).
- (9) The prices quoted in the schedule of items (BOQ) shall remain firm during Tender validity period of 90 days. No variation in the prices is allowed after the Purchase order is placed.

CENTRAL INSTITUTE OF FISHERIES EDUCATION
(Deemed University, ICAR)
Off. Yari Road, Punch Marg, VERSOVA, ANDHERI (W)
MUMBAI-400 061

SECTION-III

FINANCIAL BID



SPECIFICATIONS OF FURNITURE
AND BILL OF QUANTITIES

SUPPLY OF FURNITURE

Sno.	Name and brief specifications of items	Quantity	Rate (Amt. in Rs.)	Per	Amount (In Rupees)
A	OFFICE TABLES				
1	Godrej Interio Office Desk (Product code no. S 1070) or equivalent make & model	2		Each	
2	Writing/Executive table Standard Size (Godrej or equivalent)	1		Each	
3	<p>ISLAND TABLES</p> <ul style="list-style-type: none"> ● Laboratory island table with black granite top (thickness 1 to 1.5 inch); ● Leg space 1.5 ft on both sides ● Top should contain 2 tier chemical rack with electric fitting ● Rack dimension: 2.5 ft (height) X 2 ft (width) X 10 ft (length) ● Drawers with telescopic channels just below the table top ● Storage cabinets below the drawers up to 6 inch above the floor ● Body of the table should be made of GI powder coated sheet (1 to 1.2 mm thick) ● Powder coating – pure epoxy, thickness 40-50 micron (Godrej or equivalent) <p>Size:</p> <p>(a) 12 ft X 6 ft X 3 ft (height)</p> <p>(b) 10 ft X 6 ft X 3 ft (height)</p>	1		Each	
		1		Each	

4	<p>Senior Officer's Table</p> <p>Size: 5.5 ft X 3 ft X 2.5 ft (aprox.)</p> <p>Powder coated heavy duty steel legs and laminate finished table top with drawers on two sides</p> <p>(Godrej or equivalent make)</p>	6		Each	
5	<p>Senior Executive Table</p> <p>L-shaped Executive Table in a combination of desk and side unit, made up of heavy duty powder coated steel body, ample storage space, lockable drawers, etc.</p> <p>Size: Table: 1800 X 900 X 735 mm Side unit: 900 X 483 X 670 mm</p> <p>Make: Godrej Interio Model No. WT 718 or equivalent make</p>	1		Each	
6	<p>Students Study Table</p> <p>Standard size, Powder coated heavy duty steel legs with laminate finished top, with 3 drawers on one side only</p> <p>Make: Godrej T-8 Office desk model or equivalent make</p>	33		Each	
B	COMPUTER AND STUDY TABLES				
7	<p>Computer and Study Table</p> <ul style="list-style-type: none"> ● Table with glassy laminated sunmica, ● Size: 8 ft X 2.5 ft X 2.2 ft, ● Thickness of top 1 inch and hangover of 3 inch on all sides ● With all accessories like CPU trolley, Key board pull-out tray etc. ● Adequate storage with 3 drawer pedestal ● Drawers with telescopic channels just below the table top 	1		Each	

	<ul style="list-style-type: none"> ● Ground space 6 inch above the floor (Godrej or equivalent make) 				
8	COMPUTER TABLE 840 mm X 550 mm X 200 mm with multiple racking system To accommodate all accessories of the computer system (Godrej or equivalent make)	10		Each	
C	OFFICE CHAIRS				
9	Officer's Chair- Godrej make Leona chair product code 9M02A or equivalent make	2		Each	
10	Revolving Chair Powder coated steel body, moulded foam seat and back, with arms, adjustable height with a provision of push back, adjustable tilting mechanism Width= 75 cm Depth=75cm Height= 80.5 to 92.5 cm Seat height = 44 cm to 56.5 Make: Godrej Interio premier visitors chair (product code: PCH 7002) or equivalent make	16		Each	
11	Senior Officer's Executive Chair- The armrests made of one-piece well rounded polyurethane material, five pronged base; cantilevered, reinforced tubular under structure, well contoured backrest, scientifically designed seat, etc. Width = 75 cm Depth =75 cm Height= 120.5 to 133 cm Seat height = 44 to 56.5 cm Unspecified tol. = ± 0.5 cm	1		Each	

	Make: Godrej Interio premier chair (product code: PCH 7000) or equivalent make				
12	<p>Senior Officer's Executive Chair- The armrests made of one-piece well rounded polyurethane material, five pronged base; cantilevered, reinforced tubular under structure, well contoured backrest, scientifically designed seat, etc.</p> <p>Width = 75 cm Depth =75 cm Height= 103 to 115.5 cm Seat height = 44 to 56.5 cm Unspecified tol. = ± 0.5 cm</p> <p>Make: Godrej Interio premier chair (product code: PCH 7001) or equivalent make</p>	1		Each	
D	VISITORS CHAIR				
13	<p>Powder coated steel body, moulded foam, with arms Width= 55 cm Depth=61 cm Height= 80.5 cm Seat height = 44 cm</p> <p>Make: Godrej Interio premier visitors chair (product code: PCH 7003) or equivalent</p>	39		Each	
14	<p>Powder coated steel body, moulded foam, without arms Width= 55 cm Depth=61 cm Height= 80.5 cm Seat height = 44 cm</p> <p>Make: Godrej Interio premier visitors chair (product code: PCH 7004) or equivalent</p>	29		Each	
15	Steel chairs for Hostel Dining Hall Heavy duty powder coated steel				

	body with resin (or synthetic leather) seat and back, foam cushion, Standard size, (a) With arms (b) Without arms Make: Godrej or any other equivalent make	25 25		Each Each	
E	ALMIRAH				
16	Plain steel Almirah with adjustable shelves, 3-way bolting device, 6 lever lock, for Office use Make: Godrej Interio Storwel or equivalent Size: 915 mm (width) X 485 mm (depth) X 1980 mm (height)	17		Each	
17	Steel Almirah with glass door shutters Adjustable shelves, 3-way bolting device, 6 lever lock, for Office use Make: Godrej Interio Storwel or equivalent Size: 915 mm (width) X 485 mm (depth) X 1980 mm (height)	1		Each	
18	Plain steel Almirah with adjustable shelves, 3-way bolting device, 6 lever lock, for Office use (for Girls Hostel) Make: Godrej Interio Storwel or equivalent Small size (Manufacturers may quote the size and specifications)	4		Each	
F	LABORATORY STOOLS				
19	Revolving type and height				

	adjustable laboratory stools with steel frame, and seat & back support with heavy duty plastic or FRP material.	12		Each	
20	Revolving type and height adjustable laboratory stools with steel frame and back support, adjustable height to cater to 3 feet from floor while sitting and working, good quality fabric seating with at least 1 inch foam of high density, made from heavy duty steel frame and should have provision for rest from all sides	76		Each	
G	BOOK SHELVES				
21	Four (4) door Bookcase made from prime quality CRCA steel with anti-rust treatment with right rigidity to the top hinged doors, in appropriate colour, with a facility of 10lever cam lock Size: 1742 mm (height) X 914 mm (width) X 320 mm (depth) Make: Godrej make or equivalent	20		Each	
H	FILE CABINETS				
22	Four (4) drawer file cabinet made up of fire resistant steel body, each drawer individually insulated, double extension telescopic slides, high quality and scratch resistant enamel paint coating, reinforced corners to with stand severe impact, etc. in approved colour Size: 53 inch (height) X 18 inch (width) X 24 inch (depth) Godrej make or equivalent make	5		Each	
I	SOFA SET				

23	<p>Sofa set with following specifications</p> <ul style="list-style-type: none"> ● Leatherette ● Filling Material: Foam ● Secondary Material: Solid Wood ● Knock Down <p>Elegant sofa set consisting of 3-seater (1) + 2-Seater (1) + Single Seater (1)</p> <p>Sofa set in matte black leather with a pop of orange, crafted from solid wood and upholstered with black leatherette, compact design, etc.</p> <p>(Make: Godrej Interio or any other equivalent make)</p> <p>(Note: Rate should be quoted for 1 complete set)</p>	2		Set	
24	<p>Three (3) Seater Sofa for Reception Lobby of the Girls Hostel), following specifications</p> <ul style="list-style-type: none"> ● Leatherette ● Filling Material: Foam ● Secondary Material: Solid Wood ● Knock Down ● Classic black colour, ● With a checkered and tufted back cushion, set off with plain black seat <p>Size: 2000 X 820 X 650 mm</p> <p>Model: Carbo, Make: Godrej Interio OR Equivalent make</p> <p>(Note: Bidders may please attach the brochure/ leaflet/drawings along with all specifications in support of the product quoted)</p>	3		Each	

J	WOODEN COT				
1	Wooden cot, single size (i.e. 6 ft 4 inch X 3 ft), cot made up of commercial ply and finished with 1 mm thick laminates, inner side melamine polishing, with side drawer facility, neat finishing, etc. complete. (Bidders may enclose drawing and detailed specifications along with the tender)	8		Each	
	Total Amount				
	Taxes				
	Total Amount				
Total Amount in words ----- ----- only					

(Note: Taxes must be mentioned clearly)

Date:

Stamp:

Signature of Bidder