

**BOSE INSTITUTE
KOLKATA**

Tender No.	BI/T/OVR/16/Laboratory Furniture/2015
Tender Date	22.09.2015
Tender Type	Limited

Tender Title	Procurement of furniture for the laboratory of Dr. Sudipta Saha, B.I.C. at Centenary Building, Bose Institute
Schedule of work	Annexure - II
Quantity	Please refer to Annexure - II

Last Date & Time for submission	13.10.2015 upto 2:00 p.m.
Date & Time for opening bids	13.10.2015 at 3:00 p.m.
Submission of Tender (address)	Tender box at Import Cell, Annex block 1 st floor at Centenary Building, Bose Institute, P-1/12, CIT Scheme VII-M, Kolkata 700 054
Venue of bid opening	Annexe Block, Centenary Building
For any query the interested bidders may contact (Dept./Section/Div./Unit)	033 2569 3212

General & Special Terms & Conditions	Annexure - I
Time of completion of the work	45 days from the date of receipt fo purchase order.
Bid security (earnest money deposit) if applicable	N.A.
Any other information (if applicable)	N.A.

Name of the job and submission of tender should be mentioned on the envelope positively.

Director, Bose Institute reserves the right to accept or reject any or all tenders either in part or in full. The reasons for rejecting the tender of a prospective bidder will be disclosed only when enquiries are made.

Sd/-
Sr. Professor & In-charge, Registrar's Office

BOSE INSTITUTE

Research Institute funded by DST, Govt. of India

P-1/12, C.I.T Scheme VII-M, Kolkata - 700 054

Tender Notice # BI/T/OVR/16/Laboratory Furniture/2015 dated 22.09.2015

Bose Institute, Kolkata invites sealed quotations from nationally reputed & bonafied manufacturers/authorized dealers preferably possessing ISO 9001 14001 & 18001 certificates for supply of Office & laboratory Furniture and setting thereof in the designated locations. For bid documents with details please visit the Bose Institute's website <http://www.boseinst.ernet.in>. Last date of submission of tender is 13.10.2015.

Sd/-

Sr. Prof. & Incharge, Registrar's Office

**BOSE INSTITUTE
Centenary Building
P-1/12, C.I.T. Scheme VII-M
Kolkata-700054**

Annexure-I

Tender Documents for supplying and installation of standard Office Furniture and Laboratory Furniture as per the quantities and specifications listed in the enclosed annexure.

- a) Bid reference - BI/T/OVR/16/Laboratory Furniture/2015 dt. 22.09.2015
- b) Last date and time for receipt of bids - 13.10.2015 at 2:00 p.m.
- c) Date and time of opening of bids - 13.10.2015 at 3:00 p.m.
- e) Place of opening of bids - Bose Institute, Seminar Room, Centenary Building, P -1/12, C.I.T Scheme - VIIM, Kolkata - 700054.
- d) Address for communication - Bose Institute, Centenary Building P - 1/12, C.I.T. Scheme - VIIM, Kolkata (Overseer Cell Room no 114), Telephone No. 2569 - 3212.

1.1 INVITATION FOR BIDS

Bose Institute, Kolkata invites sealed quotation under Technical bid with technical specifications, design commercial terms of reference together. Item wise price from the nationally reputed & bonafide manufacturers/authorized dealers preferably possessing ISO 9001, 14001, & 18001 certificates for supply of office and laboratory Furniture and setting thereof in the designated locations. The suppliers are to supply furniture at Bose Institute Centenary Building and install there. The responsibility of the manufactures/ India Agents shall be not only to ensure supply in full of the order within 45 days from the date of receipt of purchase order but also proper installation/placement within specified period after delivery of the items to this institute and also to ensure that no damage or defective supply of furniture are made. Suppliers with Kolkata base service centers will be preferred.

1.2 ELIGIBILITY CRITERIA

The Bidder should have supplied and completed at least three similar orders for supply of furniture in the last two financial years (current year and previous financial year) in scientific research institution or in Universities and

other corporate offices/sectors. Supporting documents/ certificates in this regard should be produced with the tender documents.

2. DETAILS OF TECHNICAL SPECIFICATIONS

The Technical Specifications of the furniture are given separately in Annexure attached with the terms and conditions of this tender

3. INSTRUCTION TO BIDDERS

- a. The copy of tender documents can be downloaded from the Institute website www.boseinst.ernet.in
- b. Interested bidders may submit their offers on or before 14:00 hrs (IST) on 13.10.2015. Bid documents will be opened at 15.00 hrs (IST) on the same day in presence of the bidders or their authorized representatives.
- c. In the event of date being declared as closed holiday for purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed time.
- d. The bidders shall provide detailed printed technical literature in original specification, make, model No. quoted in the tender and specification given in the offer must match the printed technical literature and technical capabilities participating in the bid.
- e. The bidder shall clearly mention the period of warranty which is desirable for a minimum period of one year. The bidders shall also submit list of customers in India with copies of orders supplied to them.

4. DOCUMENTS COMPRISING THE BID

- a. A bid form and price schedule indicating the goods to be supplied, a brief description of the goods, and quantity and prices.
- b. Documentary evidence in support of the Bidder that the Bidder is eligible to bid and is qualified to perform the contract if the bid is accepted. In other words, certificates of bonafideness of the tendering firms/suppliers.
- c. Documentary evidence that the goods and ancillary services to be supplied by the Bidder are the goods and services that conform to the Bidding documents.
- d. Documents relating to VAT registration, PAN card of the company or supplier or the manufacturer and attested Xerox copy of valid trade license, ISO certifications, etc.

- e. The price of all items should be mentioned categorically exhibiting the value towards ex-work price, discount on ex-work price, amount of total cost inclusive of Transport/FOR value and installation charges.

6. WARRANTY

- a. The bidder shall provide warranty at least for One (01) year.
- b. The supplier shall confirm that the goods supplied under this contract are new, unused of the most recent current models and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect arising from design materials or workmanship (except when the design and /or material is required by the purchaser's specifications) or from any act or omissions of the supplier, that may arise under normal use of the supplied goods in the conditions prevailing in the country of final destination.

7. DEFECT LIABILITY CLAUSE

- a. In case of any loss, breakage / damage and manufacturing defects are detected in the supply, it should be replaced / compensated by the manufacturer free of cost and without freight charges.
- b. The supplier will remain responsible for any defect arising out of defective or improper materials or workmanship in the work for a period of 1(One) year from the date of issue of final certificate and they shall be bound to make good the same at their own cost or in default the institute may cause the same to be made good by other workman/agency and deduct the expense from any sum that may be there and any time there after may become due to the supplier or from security deposit.

8. QUALIFYING REQUIREMENTS (TO BE SUPPORTED WITH DOCUMENTARY EVIDENCE)

- a. Bidders should be regular manufacturers or his authorized distributors/suppliers for the type of goods offered and if the tenderers were an agent of the principal all the documents of the principal shall be submitted in support of it.
- b. The bidders should submit a list of user with full address, telephone & FAX nos. stating date of supply etc. along with the bid documents.
- c. The participating bidder should furnish details of manufacturing facilities of furniture in the workshop with ISO certification of each furniture.

- d. The bidders should have level of experience for implementing purchase order of similar magnitude and should have possessed the financial background and able to meet the capacity to match the delivery of very requirements/

9. **BIDDING DOCUMENTS**

- a) All bids in this prescribed tender form duly filled in must be submitted in sealed covers super-scribing Tender No. and date to the “Tender submission Box’ kept in the tender box of Import Cell. Bose Institute at P-1/ 12, C.IT. Scheme VII M Kolkata 700054 on or before 13.10.2015 by 14:00 hrs (IST).
- b) The bidder is expected to examine all instructions, terms and specifications in the bidding documents. Failure to submit all information required by the bidding documents or submission of a bid nor substantially responsive to the bidding documents in every respect will be the Bidder’s risk and may result in rejection of its bid.

10. **Enhancement in Rates**

The tender rates shall be taken to be firm and the supplier shall not be entitled to any price variation or escalation of materials and labour on any account whatsoever for at least 6 (six) months.

11 **PAYMENT TERMS/SECURITY DEPOSIT**

Payment of bill will be made in three phases in the following manner:-

- i. 40% on delivery/staking of requisite furniture.
- ii. 50% after successful installation at site.
- iii. Balance 10% of the total bill amount will be retained as security deposit which will be released only on expiry of defect liability period of 1 year.

12. **Completion Certificate**

- a. To ensure complete supply as per purchase order the successful bidder should submit a completion report to the purchaser.
- b. The purchaser on the other hand, shall submit verification report in support of complete supply of the lists of furniture mentioned in the purchase order and also to ensure that no defective or short supply is made in any premises of the Bose Institute.

- c. Bid Security of the successful bidder will be adjusted at the time of final clearance of the bills submitted by the supplier or with security deposit.
- d. The successful bidder is also liable to replace the defective furniture or short supply if any found at the time of verification by the Purchaser. Failure in replacement will entail forfeiture or to deduct the price of the furniture from his bill before making final payment

13. Time and Damages for Non-completion of work in time

Time is the essence of the contract and the supplier shall pay or allow the Institute to realize the sum equivalent to 1(one) per cent of the total order value per week, subject to a maximum limit of 10% of the order value or the final bill amount whichever is greater, as agreed compensation for delay for the period during which the set work shall remain in complete beyond the time of completion or beyond the time duly extended in writing by the Institute. The Institute may deduct such damages from any money due to the supplier.

14. Execution of agreement

The successful bidder should enter into an agreement with the Institute within 7(seven) days of receipt of work order in non-judicial stamp paper (to be arranged by the supplier) and no on-account payment will be released till the agreement is executed.

- 15. The supplier will have to confirm to the provisions of all local bye- laws acts relating to work/labour and to the regulations and bye laws etc of the Govt. and local authorities and of any company with whose system the installations are proposed to be connected.

- 16. The supplier will remain bound to strictly follow the institute's security norms. Materials procured and/or to be taken in and out should positively be recorded in our security check post.

- 17. All legal disputes shall be subjected to Kolkata jurisdiction only.

- 18. Bose Institute reserves the right to accept or reject any bid in part or full without assigning any reason whatsoever. The Institute also reserves the right not to accept the lowest rates quoted by the bidder and also will not hold any responsibility for postal loss or delay of any bid.

Sd/-
Sr. Prof. & Incharge, Registrar's Office

**Bose Institute
Kolkata**

Annexure-II

Procurement of furniture for the laboratory of Dr. Sudipta Saha, BIC at Centenary Building, Bose Institute

SL No	Description	Qty	Unit	Rate	Amount
1.	10' x 5' Island lab table with jet black granite top, suitable under storage unit, regent shelves along with electrical connection.	01 No.	Each		
2.	6' wall side with jet black granite top, suitable under storage	02 Nos.	Each		
3.	4' x 2' Modular workstation with three peseta, tack able board partition	02 Nos.	Each		
4.	Mid back chair	02 Nos.	Each		
5.	Revolving stools	04 Nos.	Each		

**Technical Specification of furniture required for the lab of
Dr. Sudipta Saha, Bio - Informatics Centre, Bose Institute**

**1. LABORATORY TABLE/WORKING BENCH/TOP UNITS CONSISTING OF
DRAWERS/SHUTTER UNIT (SINGLE/DOUBLE/4DR UNIT). (Quantity: 01 No.)**

MATERIAL: The cabinet/steel shutters are made up of 1 mm thick CRCA M.S. Sheet and under-structure foam work with tubular pipe (14 S.W.G).

SURFACE TREATMENT: The complete M.S. material of cabinet is pretreated (degreased, Zinc Phosphate) and epoxy powder coated (Ivory colour) for better corrosion resistance. The thickness of powder coat is 50-60 microns, which passes the test of Salt Spray for 1000 hours and having the Scratch Hardness of 3 kgs.

OTHER SPECIFICATIONS: The two adjacent units are connected together with Zinc-Cobalt coated Cabinet Connectors. The shutters are fitted with Nickel-chrome plated self closing hinges (Make: HAFELE, Germany) which are further coated with cathodic electro-deposition (CED) paint to improve the resistance to corrosion. The drawer trays are mounted on Delryn roller bearing slides/metallic channels, which are made up of 1.6 mm thick M.S. sheet and epoxy powder coated. A Pair of slide can carry a UDL of 15 kgs.

SHUTTERS AND DRAWER FRONTS: The cabinets are made up of steel shutters. These shutters are made up of 1mm thick CRCA M.S. sheet with the above-mentioned surface treatment. These shutters are also provided with seals from all sides. The handle provided for steel shutter is made up from 8mm diameter M.S. rod (made: Aries) with Black powder coated or SS handle option as well.

Vertical cabinet with one inside shelf & suitable locking arrangement (15" wide) in the left side of 24" leg space & 15" wide drawer unit consisting of 4 Nos. drawers with separate locking arrangement for every individual drawer at the right side of leg space.

LOAD CARRYING CAPACITY: The overall load carrying capacity of cabinet is 80 Kg of UDL (40 kgs. on each shelf and 40 kgs. on bottom). The overall load carrying capacity of drawer is 15 kgs. Of UDL for a pair of roller slide.

GRANITE (ON WORKING BENCH & ISLAND BENCH TOP): 18mm. Thick high quality granite in jet-black colour with the edges having round profiles of 10mm. Radius on topside. The overhang of granite is 32 mm. at front side of under-structure. Must be good chemical resistance, high scratch & wear resistant and good clean ability.

BACKING MATERIAL: The backing material for work surfaces if required provided is 12 mm phenol bonded (BWP) Ply for granite.

REAGENT SHELVES:

1. Understructure Table as per specification No. 1.
2. End Supporting Vertical panels
3. Horizontal Shelves (02 Nos. over tabletop property tied up with under structure

Size: 3000 X 1500 X 900 mm

2. LABORATORY WORKING BENCH TABLE (Quantity: 02 Nos.)

MATERIAL: The cabinet/steel shutters are made up of 1 mm thick CRCA M.S. Sheet and under structure foam work with tubular pipe (14 S.W.G).

SURFACE TREATMENT: The complete M.S. material of cabinet is pretreated (degreased, Zinc Phosphate) and epoxy powder coated (Ivory colour) for better corrosion resistance. The thickness of powder coat is 50-60 microns, which passes the test of Salt Spray for 1000 hours and having the Scratch Hardness of 3 kgs.

OTHER SPECIFICATIONS: The two adjacent units are connected together with Zinc-Cobalt coated Cabinet Connectors. The shutters are fitted with Nickel-chrome plated self closing hinges (Make: HAFELE, Germany) which are further coated with cathodic electro-deposition (CED) paint to improve the resistance to corrosion. The drawer trays are mounted on Delryn roller bearing slides/metallic channels, which are made up of 1.6 mm thick M.S. sheet and epoxy powder coated. A Pair of slide can carry a UDL of 15 kgs.

SHUTTERS AND DRAWER FRONTS: The cabinets are made up of steel shutters. These shutters are made up of 1mm thick CRCA M.S. sheet with the above-mentioned surface treatment. These shutters are also provided with seals from all sides. The handle provided for steel shutter is made up from 8mm diameter M.S. rod (made: Aries) with Black powder coated or SS handle option as well.

Vertical cabinet with one inside shelf & suitable locking arrangement (15" wide) in the left side of 24" leg space & 15" wide drawer unit consisting of 4 Nos. drawers with separate locking arrangement for every individual drawer at the right side of leg space.

LOAD CARRYING CAPACITY: The overall load carrying capacity of cabinet is 80 Kg of UDL (40 kgs. on each shelf and 40 kgs. on bottom). The overall load carrying capacity of drawer is 15 kgs. Of UDL for a pair of roller slide.

GRANITE (ON WORKING BENCH & ISLAND BENCH TOP): 18mm. Thick high quality granite in jet-black colour with the edges having round profiles of 10mm. Radius on topside. The overhang of granite is 32 mm. at front side of under-structure. Must be good chemical resistance, high scratch & wear resistant and good clean ability.

BACKING MATERIAL: The backing material for work surfaces if required provided is 12 mm phenol

Size Wall bench cabinet: 1800 X 600 X 900 mm

3. Revolving Height Adjustable Stool (Quantity 04 Nos.)

The seat should be made up of 1.2 cm thick (approx) Commercial Grade plywood with moulded Polyurethane foam and should be upholstered with replaceable fabric covers. The upholstery should be available in Leather cloth and Fabric. SEAT SIZE: Diameter 40.0 cm (approx), ADJUSTMENTS: 360 Degree Revolving type, The polyurethane foam should be moulded with density = 45 +/-2 kg/m³ and Hardness 20 +/- 2 on Hampden machine at 25% compression. The manual height adjustment should be very easy to operate with a help of a knob. It can be easily locked at the most comfortable position

4. Mid Back Revolving Chair (Quantity:02 Nos.)

SEAT/BACK: The seat and back are made up of 1.2 cm. Thick hot-pressed plywood, upholstered with fabric and molded Polyurethane foam, together with molded ABS seat and back covers. The back foam is designed with contoured lumbar support for extra comfort. Upholstered with **leatherette (Black)** /high quality fabric.

POLYURETHANE FOAM: The polyurethane foam for the seat is of density = 32 ± 2 kg/cu.m and for the back is of density = 24 ± 2 kg/cu.m..

SEAT / BACK COVERS : The seat and back covers are vacuum formed from 0.3 cm thk. Black ABS sheets.

SYNCHRO TILTING MECHANISM: The adjustable tilting mechanism is designed with the following features:

Forward tilt, Self-regulating tilt tension + Manual override, 4 position tilt locking.

Anti-shock back mechanism which prevents the backrest from hitting the user when the lock is released.

Full 360° swivel mechanism allows fluid lateral movement.

Mechanism undergoes a Tilt Mechanism Cyclic Test (45 kg. Load on seat and back pulled backward with a load of 37 kg. For 1, 20,000 cycles).

ADJUSTABLE BACKREST: The backrest consists of a drop-lift mechanism which can be adjusted in the range of 6.5 cm and can be locked in 5 steps for the better lumbar support.

ARMRESTS): The armrest is made of black integral skin Polyurethane with 75-85 Shore. A hardness and reinforced with M.S. insert. The P.U. armrests.

GASLIFT: The gas lift is a maintenance free, environment-friendly, chrome-free cylinder tube fixed in an M.S. black powder-coated outer central column tube 3.8cm dia. And 0.2cm. thk. It has 10.0 cm. Stroke length and gas pressure of 300N force. It undergoes Impact test (57 Kg. Load dropped from 5.1 cm. For 1, 00,000 cycles)

5. Modular Workstation (Quantity: 02 Nos.)

Providing and positioning for Staffs workstation of worktop 25mm thick pre laminated particle board . The side edges of worktop shall lipped with minimum 2.0 mm thick PVC edge banding. The side panels of the desk will be of CNC Processed 25mm/18mm thick made prelaminated particle board. The edges of the panels shall be lipped with minimum 2.0 mm thick PVC edge banding. Tile based Partition shall be 70(+/-5mm) mm Aluminum frame of height 1200 mm for Work Station with aluminum curve top/end trim and universal post with PVC caps. All tiles will be snap fitted. Snap fitted metal Raceway at the skirting for n/w facia and on above /below the table top for power cutout. Glossy white laminated writing board 1 No. soft board tile - 1 No. powder coating, Mat finish powder coating as per standard colour with 40-50 microns. with one each Pedestal unit (2D + 1FD),Metal key board tray and metal CPU Trolley Detail of different fittings and CRCA components of partition will be as per drawing.

Size: 1200 X 600 X 750 mm