



KERALA ACADEMY FOR SKILLS EXCELLENCE

Skill Development Mission of Government of Kerala

## **KERALA ACADEMY FOR SKILLS EXCELLENCE**

(State Skill Development Mission of Government of Kerala)

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## **TENDER NOTICE**

(e-Procurement – Two Part Tender)

For Procurement of Basic Furniture For Indian Institute Of Infrastructure and  
Construction

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**Abstract of the tender**

|  |  |
|--|--|
| Tender No  | KASE – 1516/2018   |
| Superscription   | Procurement of basic furniture for classrooms and hostel rooms in Indian Institute of Infrastructure and Construction (IIC), Chavara, Kollam.                                  |
| Date of commencement of e-tenders  | <b>30.05.2019</b>  |
| Date and venue of pre-bid meeting  | <b>04.06.2019 at 11:00 AM</b><br>At Office of KASE, 3 <sup>rd</sup> Floor, Carmel Tower, Vazhuthacaud PO, Thiruvananthapuram   |
| Last Date & Time of Receipt of E-Tenders<br>(online –www.etenders.kerala.gov.in) | <b>22.06.2019, 05:00 PM</b>  |
| Date & Time of opening of E-Tender   | <b>24.06.2019, 11.00AM</b> (Both Technical and Commercial Bid)   |
| Date up to which the rates are to be firm  | 90 Days from the date of opening tender  |
| Cost of E-Tender   | Rs 29,500/-.(Tender fee Rs.25,000 + Rs 4,500/- GST @18%) (Online remittance)   |
| EMD  | Rs 3,00,000/-  |
| Address of the Officer to whom communications are to be sent                     | <b>The Managing Director,</b><br>Kerala Academy For Skills Excellence,<br>Thiruvananthapuram,Kerala.<br><br>Ph – 0471 2735949<br>Fax - 0471 2735856<br>Email- projects@kase.in |

|                               |  |
|-------------------------------|--|
| Address for delivery of goods | <b>The Director,</b><br>Indian Institute Of Infrastructure And Construction<br>(IIC),<br>Near Chavara Bridge, Puthanthura Post<br>Neendakara, Kollam – 691 582 |
| List of Items to be Supplied  | Detailed specification enclosed below  |

## **Notice Inviting E-Tender**

Managing Director, Kerala Academy for Skills Excellence (KASE), the State Skill Development Mission, Department of Labour & Skills, Government of Kerala hereby invites tenders from companies/firms who meet the prescribed eligibility criteria for supply of basic furniture to its Centre of Excellence in Infrastructure and Construction titled 'Indian Institute of Infrastructure and Construction (IIC)' at its campus in Chavara, Kollam District, Kerala. The requirements with specifications are detailed in 'Specifications' section below.

## **Specifications**

Following items are required to be supplied to the site i.e., **IIC campus, Chavara, Kollam District, Kerala.**

| <b>Sl. No.</b> | <b>Item Description</b>                                |   | <b>Quantity</b> |
|----------------|--|---|-----------------|
| 1              | BUNK BEDS - SS 304 Grade Structure                     | <ul style="list-style-type: none"> <li>• Made of SS 304 grade 16-gauge rectangular hollow section 50x50mm</li> <li>• Having bottom heavy duty rubber Studs</li> <li>• Having 100 mm thick Foam Mattress with Pillow</li> </ul> <p>Length – 2000 mm<br/>Width – 900mm<br/>Height – 1968 mm</p>   | 48              |
| 2              | STUDY TABLE - GreenLam Seasonable Plywood with BB Mica | <ul style="list-style-type: none"> <li>• Made in Seasonable Pre-Laminated ply wood</li> <li>• The Table Top Thickness is 25mm overall. having teak wood border Patti.</li> <li>• The Table top has chamfered edge adding to the aesthetics and the dip-proof profile.</li> <li>• having bottom heavy duty rubber Studs</li> <li>• having lockable Drawer with Telescopic Channel</li> </ul> <p>Length – 600mm</p> | 96              |

|   |   |   |     |
|---|---|---|-----|
|   |   | Width – 900mm<br>Height – 750mm   |     |
| 3 | STUDY CHAIR - PU Finish with SS Body                | <ul style="list-style-type: none"> <li>• Light weight and strong Stainless Steel Body</li> <li>• Upholstery finish Polyurethane Leather</li> <li>• 50 dc mould cushion in seat</li> </ul>   | 96  |
| 4 | WARDROBE - GreenLam Seasonable Ply with 695 BB Mica | <ul style="list-style-type: none"> <li>• Made in Pre-Laminated Seasonable plywood with teak wood border Patti.</li> <li>• Shutter and inner Shelf and supporting structural panels are Pre-Laminated 18mm / 12 mm Seasonable plywood</li> <li>• Back side 8mm Pre-Laminated Seasonable plywood</li> <li>• Wardrobe having Lockable Drawer &amp; Shutter.</li> <li>• Approved Lock Internal and External, SS Handle, Hanging SS 304 Rod, Telescopic Chanel for drawer, Hinges for Shutter and necessary hardware.</li> <li>• having bottom heavy duty rubber Studs</li> <li>• between two wardrobe fixing of full looking mirror with SS studs.</li> <li>• The Mirror Shall be 6mm thick (Saint Gobain, modiguard or equivalent)</li> </ul> <p>Length – 3975mm<br/>Width – 600mm<br/>Height – 2100mm</p> | 29  |
| 5 | THREE SEATER STUDENTS DESK-BENCH FOR CLASSROOM      | 50x25 mm SS Frame<br>Laminate Colour Finish on top of 18mm/20mm thick plywood   | 192 |

|   |  |  |     |
|---|--|--|-----|
| 6 | TWO SEATER STUDENTS DESK-<br>BENCH FOR CLASSROOM -                 | 50x25 mm SS Frame<br>Laminate Colour Finish on<br>top of 18mm/20mm thick<br>plywood  | 384 |
| 7 | PROFESSORS TABLE   | <ul style="list-style-type: none"> <li>• Made in Pre-Laminated Seasonable ply wood enhance scratch resistance and having superior edge profile supported on bale ends made out teak wood Patti.</li> <li>• All inner Shelf and supporting structural panels are Pre-Laminated 18mm / 12 mm Seasonable ply wood.</li> <li>• Table having Lockable Drawer &amp; Shutter.</li> <li>• Approved Lock, SS handle, Telescopic Chanel for drawer, hinges for Shutter and necessary hardware.</li> <li>• Foot rest finish with Pre-Laminated.</li> <li>• having bottom heavy duty rubber Studs</li> <li>• front side to be covered</li> </ul> <p>Length – 1500mm<br/>Width – 600mm<br/>Table Top Height – 750mm</p> | 32  |
| 8 | 9 Seater Work Station for computer lab -<br>Pre-Laminated ply wood | <ul style="list-style-type: none"> <li>• 25mm Top Pre-Laminated Seasonable plywood/particle board having Teak wood border Patti</li> <li>• MS Structure Cover Powder coated Aluminium Panel</li> <li>• Bottom Skirting Raceway for Electrical and Data Cable</li> <li>• Accessories for bottom - Powder Coated CPU Trolley, ABS Key Board Trey</li> </ul>  | 5   |

|   |   |   |    |
|---|---|---|----|
|   |   | <ul style="list-style-type: none"> <li>• Having bottom heavy duty rubber studs</li> <li>• Foot rest finish with Pre-Laminated.</li> </ul> <p>Length – 7030mm<br/>Width – 600mm<br/>Table top Height – 750mm</p>   |    |
| 9 | Mid Back Chair - PU Finish, Mesh Back – Medium Size | <ul style="list-style-type: none"> <li>• Seat Polyurethane Leather Finish with Knee tilt synchro mechanism,</li> <li>• Mesh Back with Extra Lumber Support with fine tuning for depth adjustment</li> <li>• Single Locking Arrangement with height adjustments</li> <li>• Acrylonitrile Butadiene Styrene Seat</li> <li>• Stainless Steel Base with Castors</li> <li>• Polypropylene Armrest</li> <li>• Gas lift for height Adjustment</li> <li>• 50 dc Moulds Cushion in Seat</li> </ul> | 70 |

- The technical drawings are attached along with this tender invitation
- All ply woods mentioned above shall be of marine grade –IS 710.



## **Project Timelines**

The following project timelines shall be adhered to:

| <b>SI No</b> | <b>Milestones</b>            | <b>Timelines</b>    |
|--------------|------------------------------|---------------------|
| 1            | Date of Work Award           | T                   |
| 2            | Date of Signing agreement    | T + 3 working days  |
| 3            | Date of completion of supply | T + 25 working days |

## **Documents Establishing tenders eligibility and qualification**

- The bidder shall furnish, as a part of this tender documents establishing the tender's eligibility to bid and its qualifications to perform the contract if its bid is accepted. The documentary evidence of a bidder's eligibility to bid shall established to the purchasers satisfaction that the bidder, at the time of submission of its tender. The documentary evidence of the tender's qualification to perform the contract if its bid is accepted, shall established to the purchasers satisfaction.
- The rate quoted inclusive of all charges shall be valid for 90 days from date of tender opening.
- The quantity indicated in the BOQ is only tentative (Rough estimated total purchases) and can vary to any extent as per our actual requirement. KASE has the right to cancel the Tender or to release Purchase Order only for some of the items in the BOQ.
- DELIVERY: The supply should be completed within 25 working days from the date of confirmed Work Order(s). Items shall be delivered "F.O.R. destination" (at IIC, Chavara, Kollam District, Kerala) in good condition. The exact site and delivery schedule will be mentioned in the Purchase Order given by KASE. KASE shall not pay any extra amount regarding on transportation/packing & forwarding/any incentives etc.
- INSPECTION: A sample of item has to be offered for Inspection at the supplier's works and the material/item shall be dispatched only on getting clearance for dispatch from KASE.
- PRICE BASIS: - In the price bid the bidder has to indicate basic unit price of each item except GST in the respective cells of the BOQ. They should clearly indicate the Rates in % of GST extra applicable at the corresponding place. We will be evaluating the prices considering all the expenses we are incurring on this purchase on FOR Destination basis including packing, forwarding, Transportation, Insurance, Temporary Registration Charges, Handling Charges, unloading/loading at site and any other expenses for delivery at site. Hence the bidder has to indicate the basic unit price separately for Insurance, Registration Charges and Transporting,

Handling Charges & other expenses for delivery at site of BOQ, if applicable. The final price quoted should be on FOR Destination basis.

- KASE reserves the right to decide the Lowest Bidder considering the total cost on FOR Destination basis.
- Tender Fee & EMD: Tender document fee: Rs 29,500/- (Inclusive of GST) and EMD: Rs 3,00,000/- are to be remitted using the online payment options of e-Tender system through SBI internet banking (MOPS) as one single transaction. Exemptions on payment of Tender fee and EMD as per Kerala Govt. rules will be given. Bidder has to attach supporting documents to establish their eligibility for exemption in the Technical bid – “Cover-1”.
- Tender Fee and EMD may be exempted for MSME.
- SECURITY DEPOSIT: The successful bidder has to deposit a sum equivalent to 5% of the value of the contract as Security Deposit within 2 weeks of award of Work Order. This amount without any interest will be returned to the vendor after 60 days from completion of the guarantee period (3 years from date of delivery + 60 days) and request from vendor. In lieu of this Security deposit, DD or Irrevocable Bank Guarantee is acceptable. DD should be in favor of **Managing Director, Kerala Academy for Skills Excellence**. Bank Guarantee should be as per KASE’s format with validity till the expiry of supply completion period and with 3 months extra claim period. Security Deposit shall be forfeited in the event of a breach of contract by the supplier.
- GUARANTEE/ WARRANTY: Material supplied shall be guaranteed for a period of 3 years from the date of delivery. In case of non-performance / defects during this period, the supplier has to freely rectify the problems or replace as per requirement immediately on intimation from KASE. All the costs involved for return of the rejected items to the supplier and re- dispatch of the replacements will be in the scope of the supplier only.
- PAYMENT: No advance shall be paid. 100% Payment will be made against supply & acceptance of materials, and submission of Warranty Certificate (as per technical specification).
- In order to get Input Credit to the buyer, the bidder has to upload the required data against GST payments as per the time and date schedule instructed by the GST authorities. If any defaults are occurred in the bidder’s part on this, the GST amount will not be paid / recovery of the amount will be done.
- Liquidated Damages (LD): If the successful bidder fails to complete the supply / work within time fixed under the contract, he is liable to pay LD to KASE @ 0.5% per week subject to max

of 10 % of the value of contract for the delayed portion of supply / work.

- Deviation if any from the tender technical specification and commercial terms shall be indicated separately for evaluation by KASE. KASE has the right to accept/reject the deviation. In case no deviation is given, the offered item will be considered fully meeting the tender specification and the Technical and Commercial Terms.
- The successful bidder will be required to attend the negotiation on a date fixed by KASE.
- Dispatch Documents - Delivery Challan, Original Commercial Invoice in Triplicate, Warranty Certificate etc.
- Refurbished items are not acceptable and the bidder shall offer only brand new items.

### **Criteria for participation/Pre-Qualification Criteria**

- The Applicant should be a Society registered under Society's Act / Private Limited or Limited Company, registered under the Company's Act 1956 / 2013.
- The Applicant should have achieved average annual turnover of at least Rs. 3 Crores by way of the business of supply of furniture during the past 3 financial years, ending with 2018-19.
- The Applicant should have an experience in the SITC (supplied installed tested and commissioned) of successfully completed execution of at least one project of similar nature having a minimum value of Rs. 100 Lakhs in the past five years.

OR

The Applicant should have an experience in the SITC (supplied installed tested and commissioned) of successfully completed execution of at least two projects of similar nature having a minimum value of Rs. 75 Lakhs each in the past five years.

- The supplier shall produce GST Registration and latest clearance certificate obtained from the assessing authority and PAN Card.
- Remittance of Non-Refundable Tender Fee & Refundable EMD using the online payment options of e-Tender system through SBI internet banking (MOPS)
- The Applicant should not be associated with KASE in its operation

- Bidders who are black listed by State / Central Government organization/department/institution/PSU are not eligible to participate in this tender and such bids will be summarily rejected. Bidder should have no civil and criminal cases against the company or proprietary of the firm. A notarized affidavit to be attached on this.
- Bidder should have sufficient financial strength to supply the material within the stipulated time
- Submission of the following Documents along with the Pre-Qualification cum technical bid of Tender Document
  - Details of the bidder
  - Bid-form cum Letter for Unconditional Acceptance of all the Terms & Conditions of Tender in Bidder's Letter Head in the Format listed as Annexure-1 of the Tender Document
  - Certificate of Incorporation or Registration of the Firm / Partnership
  - Compliance statement as shown in Annexure - 3 shall be submitted
  - Proof of successful execution of similar supplies / works executed
  - Audited financial statement (Balance Sheet and Profit/Loss account statement) for the last 3 financial years
  - Copies of GST Registration and PAN
  - Deviations if any from the Tender Technical & commercial Terms
  - All MSME/NSIC firms claiming exemption in Tender fee and EMD shall upload valid MSME/NSIC certificate copy
- The Bidder shall submit sample/demo of the item / items offered by them for technical evaluation, if instructed in the Special Terms & Conditions of the Tender or if instructed afterwards by the buyer, within the date & time of submission specified for technical evaluation. The sample shall be delivered to the place as instructed by the buyer and acknowledgement shall be taken in their Delivery challan

### **Format, Signing of Tender and Submission of Tender**

- The bidder has to submit their bids online in electronic format with digital signature. No proposal will be accepted in physical form.
- The BID documents shall be uploaded in two covers. Each cover shall contain separately "TECHNICAL BID and COMMERCIAL BID"

COVER 1 : Shall be TECHNICAL BID contain the following documents

- Bid-form cum Letter for Acceptance of Terms & Conditions of Tender in Bidder's

Letter Head in the Format listed as Annexure-1 of the Tender Document

- Certificate of Incorporation or Registration of the Firm / Partnership
  - Detailed specification of the item offered against each item in the BOQ quoted by the Bidder
  - Compliance statement as shown in Annexure - 3 shall be submitted
  - Proof of successful execution of similar supplies / works executed.
  - Audited financial statement for the last 3 financial years.
  - Copies of GST Registration and PAN.
  - Details of Bidder
  - The Rate of Tax (%) under the GST regime along with the HSN/SAC code for each item in BOQ shall be mentioned & submitted on your letter head. The Price / Rates of items shall not be entered anywhere in the PRE- QUALIFICATION CUM TECHNICAL BID
  - Deviations if any from the tender technical & commercial terms
- COVER 2 : Shall be COMMERCIAL BID containing BOQ (Bill of quantity )of rates:
    - Commercial Bid for the Schedule of Item quoted in the prescribed format (BOQ) uploaded by the Purchaser

### **ONLINE BIDDER REGISTRATION PROCESS:**

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on [www.cca.gov.in](http://www.cca.gov.in). Once, the DSC is obtained, bidders have to register on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) website for participating in this tender. Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost.

### **Applicants Responsibility**

- The Applicant is solely responsible for the details of the Bid and the preparation of Bids.
- The Applicant is expected to examine carefully all the contents of tender document, including instructions, conditions, forms, and terms etc and take them fully into account before submitting his offer. Bids, which do not satisfy all the requirements, as detailed in these documents, are liable to be rejected as being unresponsive.

### **Bid Process**

- The bid should be uploaded in the e-tender portal of Government of Kerala [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) before the stipulated time on the last date specified in this

document. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances

- Interested parties are invited to submit detailed tenders in accordance with the process defined in this document. The tenderers are expected to examine the tender document in detail, and to carry out such studies as may be required to submit their tenders
- Tenders that are complete in all respect and meeting all the Pre-Qualification criteria as per this document shall be considered
- The financial bids of all the qualified bidders shall be opened on the stipulated date of e-tender opening as mentioned above
- From among the commercial bids opened, the L-1 Bidder shall be declared as the successful Bidder for undertaking the work
- Bids shall be valid for a period of 90 days from the date of opening tender
- At any time prior to the deadline for last date of submission of tenders, KASE may, for any reason, whether at its own initiative or in response to a clarification or to a query raised by a prospective tenderer, amend the tender documents by issuing suitable Corrigendum. Such Corrigendum/Corrigenda, if issued, would form part of this tender.
- KASE reserves the right not to follow-up this tender process and terminate the entire selection process without any obligation to any of the potential bidders at any stage

### **Document Fee (Cost of Tender Documents)**

- Tender can be downloaded from the website <http://etenders.kerala.gov.in>. Document fee for the amount specified shall be remitted through online payment mechanism for e-procurement system of Govt. of Kerala through suitable Online banking.
- Bidders should remit the Document Fee using the online payment options of e-Procurement system only. Bidders are advised to visit the “Downloads” sections in the e-Procurement website (<http://etenders.kerala.gov.in>) for detailed instructions on modalities of online payment using internet banking facility. Bidders, who opt for online payment are advised to exercise this option at least 48 hours before the bid submission closing date to ensure that payment towards Document Fee is credited and a confirmation is reflected in the e-Procurement system. KASE shall not be responsible for any kind of delay in payment status confirmation

### **Cost Of Bidding**

- The Bidder shall bear all costs associated with the preparation and submission of the bid. The Buyer, will in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

### **Amendments To Bid Documents**

- At any time, prior to the date of submission of bids, the Buyer may, for any reason, whether at his own initiative or in response to a clarification requested by a prospective Bidder, modify the bid documents by amendments.
- The amendments shall be notified and published in the location from where the original tender documents were made available for download as notified in the Tender Notification.

### **Bid Submission**

- The bidder shall submit the above tender document online in pdf/xls/rar/dwf formats well in advance before the prescribed time. Bidder shall scan the documents in normal resolution to reduce the file size and use high speed Network for uploading the documents.

### **Bid Prices**

- Prices in the Commercial bid shall be entered in the following manner in the format Excel file named BOQ which is to be downloaded from the e-tender web site:
- In the price bid the bidder has to enter their firm's name. They have to indicate basic unit price except GST of each item in the respective cells of the BOQ. They should clearly indicate the Rates and % of GST extra as applicable at the corresponding place.
- The final price quoted shall be on "F.O.R destination basis."
- The bidder shall quote the rate in numerals. The rates shall be in whole numbers.
- All expenses incurring towards the delivery of the item at destination including

unloading/loading charges has to be borne by the bidder and the price quoted should be inclusive of all the charges.

- The price bid has to be uploaded before the closing date & time specified

### **EMD**

- The EMD amount furnished by the unsuccessful bidders will be returned to the bidders without any interest after placing the Rate contract / WO/ PO with the successful bidder. The EMD amount furnished by the successful bidder will be returned without any interest, after receipt of security deposit.

### **Award of Contract**

- The acceptance of the tender will be intimated to the successful bidder by the Buyer,
- The Buyer shall be the sole judge in the matter of award of contract and decision of the Buyer shall be final and binding.
- The buyer reserves the right to accept or reject the tender in full or part.
- The buyer reserves the right to cancel the contract either in part or full, if the contractor fails to deliver the specified quantity of the item at the stipulated time, and award the same to the next successful bidder

### **Right to Accept or reject the Tenders**

- The right to accept the tender in full or in part/parts will rest with the Buyer. However, the Buyer does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all the tenders received without assigning any reason whatsoever.
- Tenders that are not accompanied with Tender fee and EMD shall be rejected outright.
- Tenders not accompanied with prescribed information or are incomplete in any respect, and/or not meeting prescribed conditions, shall be considered as non- responsive and are liable to be rejected.



- The Buyer reserves the right to accept or reject any bid or a part of the bid or to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds for the Buyer's action.

### **Patents, Successful Bidder's Liability & Compliance Of Regulations**

- Successful bidder shall protect and fully indemnify the KASE from any claims for infringement of patents, copyright, trademark, license violation or the like.
- Successful bidder shall also protect and fully indemnify the KASE from any claims from successful bidder's workmen/employees, their heirs, dependents, representatives etc or from any person(s) or bodies/ companies etc. for any act of commission or omission while executing the order.
- Successful bidder shall be responsible for compliance with all requirements under the laws and shall protect and indemnify completely the KASE from any claims/penalties arising out of any infringements.

### **Settlement Of Disputes**

- If a dispute of any kind whatsoever arises between the KASE and the Contractor in connection with, or arising out of the Contract or the execution of work, whether during the execution of the Works or after their completion and whether before or after repudiation or after termination of the contract, including any disagreement by either party with any action, inaction, opinion, instruction, determination, certificate or valuation of the Project Leader or his nominee, the matter in dispute shall, in first place be referred to the Managing Director, KASE who shall act as the conciliator on the matter. The Conciliator will firstly settle the disputes, failing which any party may invoke arbitration clause
- Unless the Contract has already been repudiated or terminated or frustrated the Contractor shall in every case, continue to proceed with the works with all due diligence and the Contractor and KASE shall give effect forthwith to every decision of the Project Leader or his nominee unless and until the same shall be revised, as hereinafter provided, by the Conciliator or in an Arbitral Award

### **Arbitration**

- Except where otherwise provided for in the contract, all questions and disputes relating to the provisions of this contract shall be settled under the Rules of Indian Arbitration and Conciliation Act, 1996, within thirty (30) days (or such longer period as may be mutually agreed upon) from the date that either party notifies in writing that such dispute or disagreement exists. The Managing Director, KASE shall appoint the single Arbitrator for settlement of any dispute with regard to this contract. The venue of Arbitration shall be Thiruvananthapuram, Kerala, India

### **Jurisdiction**

- The Order arising out of this enquiry shall be governed by the laws of Indian Union and courts in Thiruvananthapuram shall have the jurisdiction

### **Termination For Default & Risk Purchase**

- The KASE may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the Contractor, terminate the Contract in whole or in part in any or the following events.
  - If the Contractor fails to deliver any or all of the Items within the time period(s) specified in the Contract or any extension thereof granted by KASE.
  - If the Contractor fails to perform any other obligation(s) under Contract.
  - If the Contractor, in either of the above circumstances, does not remedy his failure within a period of 30 days (or such longer period as KASE may authorize in writing) after receipt of the default notice from KASE

### **Termination for Insolvency**

- The KASE may at any time terminate the Contract by giving written notice to the supplier, without compensation to the Contractor, if the Contractor becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right or action or remedy which has accrued or will accrue thereafter to KASE in the event of termination for penalty to the contractor.

**Set Off**

- Any sum of money due and payable to the contractor (including security deposit refundable to him) under this contract may be appropriated by the Buyer to set off the same against any claim of the Buyer for payment of a sum of money arising out of this contract made by the Contractor with Buyer

**Documents to be submitted**

| <u>Sl No</u> | <u>Criteria</u>  | <u>Documentary Proof</u>   |
|--------------|--|--|
| 1            | The Applicant should be a Society registered under Society’s Act / Private Limited or Limited Company, registered under the Company’s Act 1956 / 2013.   | Self-attested copy of Certificate of Registration / Certificate of Incorporation   |
| 2            | The Applicant should have achieved average annual turnover of at least Rs. 3 Crores by way of the business of supply of furniture during the past 3 years financial years, ending with 2018-19   | Certificate from Auditor, if the Annual Report contains other sources of revenue as well; or else self-certified copies of Annual Report / audited Balance Sheet & P&L Account     |
| 3            | The Applicant should have successfully completed execution of at least one project of similar nature having a minimum value of Rs. 100 Lakhs in the past five years<br><br>OR<br><br>The Applicant should have successfully completed execution of at least two projects of similar nature having a minimum value of Rs. 75 Lakhs each in the past five years. | Documentary evidence clearly depicting the scope of work, Project value and client contact details, for eg: Details of Assignments Undertaken/ Copies of Work Orders/ Satisfactory |

- The Bidder is expected to examine all instructions, forms, terms and specifications in the Bid Documents. **Failure to furnish all information required as per the Bid Documents or submission of bids non-responsive to the Bid Documents in every respect will result in rejection of the bid.**

## **Terms & conditions**

- The Applicant shall bear all costs associated with the preparation and submission of the tender. KASE shall in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
- The Bid and all related correspondence and documents relating to the Project shall be in English language. Any material that is submitted in a language other than English and which is not accompanied by an accurate English translation will not be considered.
- Bid prices shall be quoted in Indian Rupees only
- All bid/tender documents are to be submitted online only and in the designated cover(s)/envelope(s) on the e-GP website, <http://etenders.kerala.gov.in>. Tenders/bids shall be accepted only through online mode on the e-GP website and no manual submission of the same shall be entertained.
- The bidders are requested to go through in detail, the instruction to the bidders in the website <http://etenders.kerala.gov.in>. The bidders who submit their bids for this tender with their digital signature, using their Digital Signature Certificate (DSC), accept that they have clearly understood and agreed to the terms and conditions in the website including the terms and conditions of this tender.
- BoQ files other than downloaded against the Tender will not be considered.
- The bidder shall quote for all items mentioned in the tender and no item shall be left unattended without offering a firm rate.
- Prices quoted by the bidders shall be fixed and final during the bidder's performance of the contract and shall not be subject to any escalation or variation on any account. A bidder submitted with an adjustable price quotation and tender with conditions is liable for rejection.
- Prices quoted in the Bid must be firm and final and shall not be subject to any upward modifications, on any account whatsoever. However, KASE reserves the right to negotiate the prices quoted in the Bid to effect downward modification before award of contract.
- The bid should be submitted latest by the time specified
- EMD exemption is allowed to bidders only as per the Stores Purchase Manual of Govt of Kerala.
- Financial Bid of the Applicants will be rejected including but not limited to the following cases:

e-tender for IIC furniture

- Incomplete Price Bid including bids where one or more items are not quoted
- Conditional Price Bid
- Price Bid that does not conform to the BoQ format given as part of this tender
- Commercial Bid not satisfying any of the criteria mentioned in this tender document

## **Contact**

### **Address for communication:**

The Managing Director,  
Kerala Academy for Skills Excellence  
IIIrd Floor, Carmel Tower,  
Vazhuthacaud PO  
Thiruvananthapuram – 695 014

### **Contact number for clarification:**

CA Renuka K  
Manager (Finance and Admin)  
Ph: 0471-2735949

**Annexure -1**

**(To be printed on the letter head of the bidder, duly signed by the authorized person, with name, designation & firms stamped)**

Ref No.: .....

Date:.....

**BID FORM CUM ACCEPTANCE OF TECHNICAL SPECIFICATIONS / DRAWINGS, TERMS & CONDITIONS OF THE TENDER**

To,

**The Managing Director,**  
Kerala Academy for Skills Excellence,  
IIIrd Floor, Carmel Tower,  
Vazhuthacaud PO,  
Thiruvananthapuram – 695014

Dear Sir,

**Sub: Letter of Submission**

1. The tender document for the above referred Tender have been obtained by me/us from the URL: <http://etenders.kerala.gov.in/>, the official website of Govt. of Kerala and I / we the undersigned authorized persons to submit bids on behalf of this firm hereby certify that I / we have read the entire terms and conditions of the tender document, which shall form part of the contract agreement and I / we shall abide by the conditions / clauses contained therein.
2. I / we hereby declare that we have understood fully the requirement of items & the applicable technical & commercial terms & conditions laid down by the Purchaser. Having examined the conditions of tender contract, the receipt of which is hereby duly acknowledged, I / we, undersigned, offer to supply all the materials / execute all works in conformity with the tender Specifications / drawings, Special Terms & Conditions of the Tender & General Terms & Conditions of the Tender provided by the Purchaser, M/s Kerala Academy for Skills Excellence (KASE) in regard to the above referred Tender for the sum shown in the commercial bid(s) attached herewith and made part of this bid.
3. I / We hereby accept all the technical, Terms & conditions laid down by the Purchaser & agree to supply the items as per tender on placing Order with us as per our commercial bid furnished.

4. KASE and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this Application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Letter of Application will also serve as authorization to any individual or authorized representative of any entity referred to in the supporting information, to provide such information deemed necessary and requested by you to verify statements and information provided in this Application, or with regard to the resources, experience, and competence of the Applicant.
5. We understand that all information submitted under this Application shall remain binding upon us at the time of bidding; and
6. We declare that all statements made by us and all the information pursuant to this Letter of Application are complete, true and accurate to the best of our knowledge and belief.
7. We undertake, if our Bid is accepted, to complete delivery of all items specified in the contract within the delivery time prescribed in the Tender calculated from the date of issue of your purchase order / Work Order and will comply with all the requirements of GST Act.
8. We understand that, you are not bound to accept the lowest or any bid you may receive.
9. We affirm that I / We have enclosed all brochures detailing the technical specification of the items quoted by me / us.
10. We have considered all costs for the items to be supplied in our quote for delivery at your site at IIC Chavara Kollam District Kerala on FOR Destination basis.

Our Address for communication

In case of award of order on me / us I / we request you to issue Supply order/Work Order in the below address

.....  
.....  
.....  
.....

Ph No.....Fax No.....  
e-mail id : .....

**Dated :**

**Signature :**

**Name :**

**Seal**

## **Annexure-2**

### Form for General Details

1. Details of Applicant (Application for the Project)

(a) Name of Company/Society:

(b) Address of the corporate headquarters and its branch office(s), if any, in India:

(c) Date of Registration/Incorporation and Commencement of Business

2. Brief description of the Company/Society including details of its main lines of business:

3. Details of individual (s) who will serve as the point of contact/ communication within the Company:

(a) Name :

(b) Designation :

(d) Address :

(e) Telephone Number :

(f) E-Mail Address :

4. Details of Authorised Signatory of the Applicant:

(a) Name :

(b) Designation :

(c) Address :

(d) Phone No. :

(f) E-mail :



**Annexure-3**

Tender No: KASE-1516/2018

**COMPLIANCE STATEMENT**

| No. | Name of product offered | Specification as per tender | Specification of the item offered | Deviation | Cross reference to be attached brochures/ documents |
|-----|-------------------------|-----------------------------|-----------------------------------|-----------|---|
|     |                         |                             |                                   |           |   |

Name & Address of Company

Signature of Bidder