

**OFFICE OF THE ACCOUNTANT GENERAL (A & E) – I U.P. ALLAHABAD**

NO. GD (M)/ (A&E)-I/Modular/64791

Date: November 22, 2016

**CORRIGENDUM**

Due to unavoidable circumstances the submission date of tender published on 23.10.2016 with reference to this office letter No GD (M)/ (A&E)-I/Modular/ 56514 dated 20<sup>th</sup> October, 2016 regarding supply and installation of modular furniture is hereby **extended upto 8<sup>th</sup> December, 2016 till 3:00 PM** with the minor amendment in terms & conditions and specifications of modular furniture as uploaded in our official website [www.agup.nic.in](http://www.agup.nic.in).

Detailed terms and conditions and specifications of modular furniture can be downloaded from the official website.

Sd/-

(Arvind Srivastava)  
Sr. Dy. Accountant General/Admn

**AMENDED TENDER CALL NOTICE**

Sealed Tender superscribing “Tender for supply of modular furniture” addressed to the Senior Deputy Accountant General/Administration, O/o the Accountant General (A&E)-I, U.P., Allahabad is invited from the intending manufactures/ Dealers/ Suppliers having valid VAT Registration/TIN/TAN number for supply of modular furniture to this office as per specification and quantity mentioned in Appendix-I under following terms and conditions:-

- 1) The tender documents completed in all respects may be submitted to the undersigned **on or before 8<sup>th</sup> December, 2016 (3: 00 PM)**. The Tenders received after due date and time will not be considered at all.
- 2) The bidder can visit premises during office hours on any working day to assess the area of the work to be under taken together with specification.
- 3) The participating bidder should have own infrastructure including skilled manpower to supply & install modular furniture as per requirement of this office.
- 4) Conditional, incomplete tender and the forms not supported by the required certificate will be rejected.
- 5) The firm detail and rates both in words and figures in Indian Rupees without any corrections or overwriting should be quoted in **Appendix-I (Part –A & B)** for each individual item separately. Any such overwriting or rewriting should be duly countersigned.
- 6) The prices should be quoted with F O R destination.
- 7) Packing, forwarding, insurance etc will be to vendors account.
- 8) All duties, taxes and other levies payable by the vendor shall be included in the total price. The same will be paid to the bidder on furnishing proof of payment to respective departments.

- 9) The rates so quoted must be valid upto one year from the date of submission of Tenders.
- 10) The bidder shall have to deposit EMD of Rs.3, 50,000/-in the shape of Demand Draft/Bank Guarantee (drawn on any Nationalized Bank) payable at Allahabad. The demand draft should be drawn in favour of Pay and Accounts Officer, O/o the Accountant General (A&E)-I U.P. Allahabad and same should be enclosed with offer. The EMD will be returned to the unsuccessful bidder after completion of the tender process.
- 11) The intending manufactures/Dealers/Suppliers shall also have to mention the detailed specifications, name of manufacturer in case of dealer/supplier, make/model of the article along with the original catalogues, Pamphlets/Pictures of the furniture for which the rates are quoted.
- 12) In case of Dealers/Suppliers, the bidder must enclose adequate documents to prove their authorization claims. The authority letter should contain the details of principal supplier/manufacturer regarding their full address, contact person, E-mail address, Fax No. and address of the website if available.
- 13) The successful bidder who is awarded the contract has to give Performance Security for an amount of 10% of the value of the contract.
- 14) Performance Security may be furnished in the form of an account payee demand draft/Fixed Deposit Receipt/Bank Guarantee from a Nationalized Bank. The performance Security should remain valid for a period for 180 days (One hundred and eighty days) beyond the date of completion of contractual obligation and it would not carry any interest.
- 15) The quantity shown in the tender can be increased or decreased depending upon the actual requirement.
- 16) The modular furniture should be supplied and installed in hall/room as per detail given in Appendix-II within 2 months from the date of issue of order.
- 17) The manufacturer should be having in-house capability for manufacturing parts/components critical to furniture equipment.

- 18) The manufacturer must issue a letter of authorization that the vendor has carried out or capable to implement new technology solutions based on their equipments. The letter of authorization shall be signed by any person not below the rank of the Area/Branch Manager of the region.
- 19) If the bidder fails to comply with the supply order within the stipulated date, the supply order so issued will be cancelled and EMD/SD will be forfeited.
- 20) No advance payment will be made to the successful bidder. The payment will be made only after supply & installation of the items including the accessories.
- 21) This office will not pay for expenses which may have been incurred or losses to person or property suffered by any Tenderer while execution of work or in connection with visits to and examination of the site and in the preparation of his tender for submission.
- 22) Accountant General (A&E)-I, U.P. Allahabad reserves the right to reject any or all tenders without assigning any reason whatsoever and the authority reserves the right to award any part or full contract to any successful Agency at its discretion which will be binding on the bidders.
- 23) In case of any dispute, the decision of Accountant General (A&E) I shall be final & binding on the contractor.
- 24) All disputes arising out of or in any way connected with this supply order shall be deemed to have arisen in Allahabad and only the Court in Allahabad shall have jurisdiction to determine the same.
- 25) The repair and maintenance of the furniture supplied will be obligatory on the part of the bidders of the period of one year from the date of installation of the items. A declaration to the effect must accompany the offer.
- 26) ***Bidders should bid for all items together and not a part of tender.***
- 27) ***Preference will be given to the agency which is registered under the National Small Industries Corporation Limited (NSICL)/Business Industrial Furniture Manufacturer Association (BIFMA).***

- 28) Liquidated damages @ half percent of value of contract per week or part there will be levied in case of delays in installation. In this regard, decision of the Accountant General (A&E)-I U.P., Allahabad is final.
- 29) Tender clauses may be modified/changed if any defect is brought to notice. Hence, bidders must regularly visit website for corrigendum if any.
- 30) The bidder shall provide the following documents along with the tender documents consisting of Appendix-I
- a) Demand Draft for EMD in case of exemption, the relevant certificate in support of such exemption.
  - b) Original Catalogues, Pamphlets/Pictures of the furniture offered.
  - c) Certificate of Authorization from Manufactures/Authorized dealers.
  - d) Copy of VAT certificate/TIN/TA No
  - e) Undertaking to provide after sales service.
  - f) The declaration as per enclosed format.
  - g) Copy of Income Tax Clearance Certificate and payment of excise duty.
  - h) *Copy of at least 5 orders of supply and installation of Modular Furniture to Government/PSU Offices (value of all 5 Purchase Orders must be 12.50 lakhs or more in last 3 years in format as given in Appendix III.***

Sd/-

**Sr. Dy. Accountant General/Admn**

**Declaration to be filled by the Tenderer**

I/We ..... the sole manufacturer/  
Authorized Dealer/Supplier of the ..... have  
gone through the above instructions and understood, fully, the contents  
thereof. Accordingly, I/We undertake to abide by the above instructions and  
submit our offer in the prescribed form enclosed herewith.

Signature

Dated:

Name and address of the tenderer

(with office seal)

## Appendix-I

I/We ..... the sole manufacturer/ Authorized Dealer/Supplier of the ..... have gone through the above instructions and understood, fully, the contents thereof. Accordingly, I/We undertake to abide by the above instructions and submit our offer as under.

### Part A-

Sl No.	Detail	
1	Name & Address of the firm	
2	PAN No., VAT & Service Tax Regd No.	
3	Type of Organization & Year of incorporation.	
4	Correspondence address with contact persons name, telephone number, mobile number, Fax No., e-mail etc.(The company should have service facilities at Allahabad)	
5	Turnover of the company. Please provide the detail for the last 3 years (ending March 31 2016)	
6	Number of similar work (As indicated in terms & conditions of eligibility criteria) carried out during the last 3 years (Attach proof)	
7	Name & address of the client organizations with details of contact person. Please arrange to provide following details: (Attach proof like copy of work order performance & completion certificate etc.)	
8	Whether Annexure – II filled up with full particulars	
9	Other information's applicant might like to give in support of the application	

Date

Signature of the authorized person & company seal

**Part – B**

**DETAILED SPECIFICATIONS OF MODULAR FURNITURE**

Sl No.	Items	Specification	Quantity	Rates (Taxes and charges to be shown separately)	Total Value	Remarks
1	Visitor Chair (AAO)	<p><b>Mid Back</b> Size 40cm(w) x 44.5 cm(H)  <b>Seat, Size</b>-43 cm (w) x 39cm (D) fitted with arm rest,                      The seat is made up of 12 MM thick hot pressed plywood upholstered with Fabric and molded polyurethane foam. The back is made up 12 MM. thick hot pressed plywood upholstered with Fabric and molded polyurethane foam. The understructure is fabricated from 1 inch 14 Gauges round CRC pipe duly Powder Coated with 50-60 micron.</p>	54 Nos			
2	Chair (AAO)	<p><b>Mid Back</b> size 43cm(w) x 60 cm (H)  <b>Seat size</b> 47cm (W) x 50 cm (D) Revolving type, fitted with arm rest back tilt pneumatic height adjustment.                      The seat is made up of 12 MM thick hot pressed plywood Upholstery Fabric and molded polyurethane foam. The back is made up 12 MM. thick hot pressed plywood upholstered with Fabric and molded polyurethane foam. The back ply and foam is designed to provide maximum lumbar support for comfortable seating posture. The polyurethane (High density) foam for seat is molded with density = 45+/-2 kg/m<sup>3</sup> and Hardness = 20 +/-2. ARMREST PP WITH ROUND CRC PIPE duly Powder Coated with 50-60 micron                      Centre Tilt MECHANISM: Front pivot for tilt with feet resting on ground ensuring more comfort.                      Provides maximum adjustability and scope for comfort. Seat &amp; Back moves in same direction in the ratio of 1:3 and thus affecting a 9 degrees opening up of body. The pedestal is fabricated from Steel Inserted injection molded black polypropylene hub cap and 5 nos. twin wheel castors). The pedestal is 600 ±8 MM. Pitch-center dia. (710±10 MM with castors).</p>	27 Nos			
3	Chair (Acctt./Sr.Acctt)	<p><b>Mid Back</b> size 43 cm (w) x 46 cm (H)  <b>Seat size</b> 47 cm (W) x50cm (D) Revolving type, fitted with hand rest pneumatic height adjustment.                      Plywood Seat/Back-12 mm (Hot pressed)/Back- Inner PP Structure, Upholstery- Fabric, PHA (Gas Lift) Lift - 105 mm(TDC 171mm &amp; BDC 66mm), Mechanism- Push Back •Seat is fixed and only back tilts, Spring tension. Back/Seat foam- PU molded, Base/Back Seat Shell- Poly Carbonate, Arm Rest-PP, Understructure /Base- Revolving Pedestal -Steel inserted PP + PC base with 3 piece bellow, Spine Bkt- Mild Steel black coated fastened with mechanism &amp; covered with bellow, Castors/wheel- Black Nylon - Twin Wheel Pin castor</p>	215 Nos			



4	Table (AAO)	<p><b>Dimension: Table 1500</b> mm (L) x 900 mm (W) x750 mm (HT)          Rectangular shaped with extra whole for wire management,  <b>Dimension for side Cabinet with 2drawer :-</b> (900mm X440mmX690mm),  <b>Dimension for 3 Mobile Pedestal /Drawer :-</b> (400mm X485mm X665mm)  <b>Worktops:</b> 25mm Thick three layer Pre laminated particle Board  <b>Key Board Tray</b> (High impact Plastic key board)  <b>Edges Worktop</b> banded PVC tape/beat of 35mm thick  <b>legs:</b> 16 mm Thickness, pre laminated board          Top shall be fixed with gable end modesty panel using right angle channel 30x30x300 mm long for inter connecting gable end modesty panel are to be made 18mm thickness three layers pre laminated particle boards.</p>	27 Nos			
5	Work Stations (Acctt./Sr.Acctt)	<p><b>Dimension:</b> 1200mm (L) x600mm (W) x1200mm (HT) with 2 box drawers and 1 file drawer with central locking system.          Rectangular shaped with extra whole for wire management  <b>Worktops:</b> 25mm Thick Pre laminated particle Board  <b>Edges Worktop</b> PVC Lipped  <b>Panel Height</b> 1200 mm/4 ft  <b>Panel Thickness:</b> 30 mm along with Anodized Aluminum Trims and which have raceway to run data, electrical, phone wire and pin up board.  <b>legs:</b> 18 mm Thickness, pre laminated board  <b>Key Board Tray</b> High impact Plastic key board along with modular 3 drawer Unit made out of Prelim Board</p>	215 Nos.			
6	Installation of key board tray in existing work stations	<p><b>Concealed pull out Key Board Tray –</b> (High impact Plastic key board)</p>	35 Nos			

**Signature of the authorized person & company seal**

## Appendix – II

### Detail of installation place of modular furniture

Hall/Room No	Name of Section	AAO Table	AAO chair	Visitor chair	work stations	Chairs for Acctt/Sr. Accountant
20	Fund - 1	2	2	4	Cluster of 10 (4x2) Cluster of 10 (4x2)	20
	MBR CELL	1	1	2	Cluster of 5 (4x2)	5
21	Fund 30	1	1	2	Cluster of 7 (4x2)	7
	ALPM -2	2	2	4	Cluster of 10 (4x2)	10
22	Fund 31	1	1	2	Cluster of 7 (4x2)	7
31	Fund 34	1	1	2	Cluster of 4 (4x2) Cluster of 5 (4x2)	9
	<b>Broad Sheet</b>	1	1	2	Cluster of 6 (4x2) Cluster of 6 (4x2) Cluster of 5 (4x2)	15
32	Fund - 7	1	1	2	Cluster of 6 (4x2)	5
33	Fund 4	1	1	2	Cluster of 6 (4x2)	6
	Fund - 5	1	1	2	Cluster of 7 (4x2)	7
	Fund - 3	1	1	2	Cluster of 8 (4x2)	8
23	Fund - 8	1	1	2	Cluster of 9 (4x2)	9
	Fund 16	1	1	2	Cluster of 11 (4x2)	11
	Fund 15	1	1	2	Cluster of 11 (4x2)	11
34	Fund - 20	1	1	2	Cluster of 8 (4x2)	8
06	Fund - 24	1	1	2	Cluster of 11 (4x2)	11
	Fund 25	1	1	2	Cluster of 8 (4x2)	8
	Fund 26	1	1	2	Cluster of 8 (4x2)	8
	Fund 27	1	1	2	Cluster of 9 (4x2)	9
7	Fund - 19	1	1	2	Cluster of 6 (4x2)	6
	Fund - 28	1	1	2	Cluster of 10 (4x2)	10

8	ALPM - 6	1	1	2	Cluster of 10 (4x2)	10
	ALPM - 7	1	1	2	Cluster of 5 (4x2)	5
	ALPM - 8	1	1	2	Cluster of 4 (4x2)	4
	RMSG	1	1	2	Cluster of 2 (4x2)	2
10	Fund 9	00	0	0	Cluster of 2 (4x2)	2
		0	0	0	Key Board Tray 11	0
	Fund 10	0	0	0	Cluster of 2 (4x2)	2
		0	0	0	Key Board Tray 8	0
	Fund - 11	0	0	0	Key Board Tray 8	0
	Fund 14	0	0	0	Key Board Tray 8	0
<b>Total</b>		<b>27</b>	<b>27</b>	<b>54</b>		<b>215</b>

**SR. Accounts Officer/GD (M)**

**Appendix-III**

**Detail of supply and installation of Modular Furniture to Government/PSU Offices  
(Value of all 5 Purchase Orders must be 12.5 or more in last 3 years) Attach supporting documents**

Sl No.	Name of Department/Organizations	Order No. & date	Value of order	Date of completion of work	Actual date of completion of work	Has the furniture been installed satisfactory?	Contact person along with Telephone No. Fax No email Address
1							
2							
3							
4							
5							
6							
7							
8							

**Signature of the authorized person & company seal**

**OFFICE OF THE ACCOUNTANT GENERAL (A & E) – I U.P. ALLAHABAD**

NO. GD (M)/ (A&E)-I/Modular/64791

Date: November 22, 2016

**CORRIGENDUM**

Due to unavoidable circumstances the submission date of tender published on 23.10.2016 with reference to this office letter No GD (M)/ (A&E)-I/Modular/ 56514 dated 20<sup>th</sup> October, 2016 regarding supply and installation of modular furniture is hereby **extended upto 8<sup>th</sup> December, 2016 till 3:00 PM** with the minor amendment in terms & conditions and specifications of modular furniture as uploaded in our official website [www.agup.nic.in](http://www.agup.nic.in).

Detailed terms and conditions and specifications of modular furniture can be downloaded from the official website.

(Arvind Srivastava)  
Sr. Dy. Accountant General/Admn