

**GOVERNMENT OF INDIA
DEPARTMENT OF SPACE
SATISH DHAWAN SPACE CENTRE SHAR SRIHARIKOTA (SDSC SHAR)
NELLORE**

Tender for MATTRESSES FOR SUITES OF ADYAR GUEST HOUSE

Bids to be submitted online

Tender No.: SDSC SHAR/SCF (PGA, M&PH)/SH202400062101 dated 11-07-2024

A. Tender Details

Tender No :	SDSC SHAR/SCF (PGA, M&PH)/SH202400062101
Tender Date :	11-07-2024
Tender Classification:	GOODS
Purchase Entity :	SCF (PGA, M&PH)
Centre :	SATISH DHAWAN SPACE CENTRE SHAR SRIHARIKOTA (SDSC SHAR)

MATTRESSES FOR SUITES OF ADYAR GUEST HOUSE

MATTRESSES FOR SUITES OF ADYAR GUEST HOUSE
GEM/GARPTS/10072024/UQBSF99K0LXZ

A.1 Tender Schedule

Bid Submission Start Date :	11-07-2024 12:00
Bid Clarification Due Date :	24-07-2024 12:00
Bid Submission Due Date :	01-08-2024 14:00
Bid Opening Date :	01-08-2024 14:05

B. Tender Attachments

NA

Instructions To Vendors

1. STANDARD TERMS & CONDITIONS

1. Tele No.08623-225174/226048

Fax No.08623-225170/22-5028

e-Mail ID : hps@shar.gov.in, manas@shar.gov.in, satyach@shar.gov.in

1. Instruction to Indigenous Suppliers:

a) Payment Terms shall be as specified in RFP. If not specifically mentioned Our Normal payment term is 100% within 30 days after receipt and acceptance of the item at our site. For AMC cases, payment term is on pro-rata basis against completion of AMC.

b) GST/IGST: Please specify GST percentage, if any, in your offer. Please mention SAC / HSN code in your offer and Our GST No. is. 37AAAGS1366J1Z1.

c) Purchase / Price preference to MSEs

Purchase/Price preference will be applicable to the product reservation admissible to the Micro and Small Enterprises. Purchase/Price Preference shall be extended to the MSEs under the Public Procurement Policy for MSEs formulated under the Micro, Small and Medium Enterprises Development Act, 2006. The participating MSEs in a tender, quoting price within the band of L-1 + 15% may also be allowed to supply a portion of the requirement by bringing down their price to the L-1 price, in a situation where L-1 price is from someone other than an MSE. Such MSEs may be allowed to supply up to 25% of the total tendered value. In case of more than one such eligible MSE, the supply will be shared equally.

Micro & Small Enterprises which have technical capability to deliver the goods & Services as per prescribed technical & quality specifications and may not be able to meet the qualification criterion relating to prior experience-prior turnover may be relaxed as per guidelines issued by Ministry of MSMEs & as amended from time to time.

Interested vendors shall specifically claim the benefit with supporting documents.

d) Purchase / Price preference to Make-in-India Products:

Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their

bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs. 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in-India) order 2017 dated 04.06.2020.

2. Instruction to Foreign Suppliers:

- a) Payment Terms shall be as specified in RFP. If not specifically mentioned Our normal payment term is SIGHT DRAFT, Please confirm acceptance in your offer, if you insist for L/C, and all bank charges shall be to your account. Confirm acceptance.
- b) Please specify whether any export clearance is required in case of an order on you.
- c) Warranty/Guarantee applicable for the item shall be mentioned in your offer
- d) Special Certification for packing Material : as per Plant Quarantine (Regulation of Control into India) Order 2003, Articles packed with packing material of plant origin viz., hay, straw, wood shavings, wood chips, saw dust, wood waste, wooden pallets, Dunn age Mats, wooden packages, coir pith, pear or sphagnum moss etc., will be allowed entry by Customs only with a Phytosanitary Certificate. In case if a Purchase Order, if you propose to us any of the above material for packing such a certificate issued by your local Plant Quarantine Authority shall be furnished.
- e) Confirm whether any Export License is required and for which End User Certificate is to be provided by us, in case of an Order on you. (Enclose format for EUC, if applicable)
- f) Either Indian Agent on behalf of the foreign principals or the foreign principal directly can quote against this order, but not both. In either case an Indian agent cannot represent more than one principal against the same tender.
- g) SDSC SHAR is eligible for concessional Customs duty @ 5% as per Notification no.50/2017 Customs dated 30.06.2017, Serial No.539(A) as amended by Notification no.05/2018 dated 25.01.2018.

h) Any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with Competent Authority as specified in Office Memorandum no.F.No.6/18/2019-PPD, Ministry of Finance, Department of Expenditure, Public Procurement Division dated 23rd July 2020. All the conditions mentioned in the above OM is applicable for this tender.

Common terms to Indigenous and foreign suppliers:

3. Warranty

You shall provide applicable warranty for the items offered by you without fail for a minimum period of 12 months from the date of receipt and acceptance. For the applicable period you shall provide necessary warranty certificate.

4. Performance Bank Guarantee

Towards the performance of the systems during the warranty period you shall submit a performance bank guarantee equivalent to 3% of the order value to cover the warranty period. This PBG shall be interest free and the same shall be returned to you on successful completion of all contractual obligations. The said PBG shall be valid till completion of warranty plus 60 days.

5. Security Deposit

On acceptance of the order, you shall submit an interest free amount equivalent to 3% of the total contract/order value towards security deposit. This security deposit is collected towards the performance of the Contract. The said Security Deposit shall be submitted either in the form of Bank Guarantee/Demand Draft/FDR receipts duly endorsed in the name of the centre. The Security Deposit will be returned to you on successful completion of the Contractual obligations; failing which it shall be forfeited/adjusted. Security deposit shall be valid till completion of total scope of work plus 60 days.

6. VALIDITY OF OFFER: - In case of single part tender - the validity of offers/tenders should be 90 days. In case of two part tender - 120 days from the date of opening of Part-I bid and 60 days from the date of opening of Part-II bid. Tenders shorter than offer validity mentioned above will not be considered for evaluation, which may please be noted.

7. Liquidated Damages:

If you fail to deliver the ordered items satisfactorily within the time specified or any extension thereof, Liquidated Damage @ 0.5%(zero point five percent) of the order value or part thereof the un-delivered items for each calendar weeks of delay shall be recovered from your bill. However total Liquidated Damage shall not exceed 10% (ten percent) of the order value.

FORCE MAJEURE:

Should a part or whole work covered under this contract be delayed in delivery/completion of work due to reasons of Force majeure which shall include legal lockouts, strikes, riots, civil commotion, fire, accidents, quarantines, epidemic, acts of God & War, stoppage of deliveries by the Government, freight embargoes etc; the delivery period/completion of work referred to in this Contract shall be extended by a period not in excess of duration of such Force Majeure. The party for whom it has become impossible to meet the obligation under this Contract due to force majeure condition, will notify the other party in writing not later than twenty one days from the date of commencement of the unforeseeable event. Unless otherwise directed by the in writing, the contractor/supplier shall continue to perform his obligations under the Purchase Order/Contract as far as is practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

Any certificate issued by the Chamber of Commerce or any other competent authority or organization of the respective country shall be sufficient proof of commencement and cessation of the above circumstances.

8. Offers received through post, courier, fax or email will not be considered.

9. Technical and commercial bid (Part-I) shall not contain any price details. Optional accessories or

other price details, if any shall be uploaded in Supporting documents related to Price Bid, to be opened along with Price Bid.

10. In respect of FIM being issued, the fabricator shall submit Bank Guarantee for equivalent sum compulsorily. Central PSUs/PSEs/Autonomous Bodies shall be exempt from the production of BGs towards FIM, Indemnity Bond in lieu of Bank Guarantee is acceptable. Balance FIM/Scrap, if any shall be returned along with the supply of the items. Please confirm acceptance in your quotation.

11. SDSC SHAR shall have the right to place part order among the parties for the items for which they are the lowest.

12. Arbitration:

In the event of any dispute/s, difference/s or claim/s arising out of or relating to the interpretation and application of the Contract, such dispute/s or difference/s or claim/s shall be settled amicably by mutual consultations of the good Offices of the respective Parties and recognizing their mutual interests attempt to reach a solution satisfactory to both the parties. If such a resolution is not possible, within 30 days from the date of receipt of written notice of the existence of such dispute/s, then the unresolved dispute/s or difference/s or claim/s shall be referred to the Sole Arbitrator appointed by the Parties by mutual consent in accordance with the rules and procedures of Arbitration and Conciliation Act 1996 as amended from time to time. The arbitration shall be conducted in Bengaluru in the Arbitration and Conciliation Centre Bengaluru (Domestic and International) as per its rules and regulations. The expenses for the Arbitration shall be shared equally or as may be determined by the Arbitrator. The considered and written decision of the Arbitrator shall be final and binding between the Parties. The applicable language for Arbitration shall be English only.

Work under the Contract shall be continued by the CONTRACTOR during the pendency of arbitration proceedings, without prejudice to a final adjustment in accordance with the decision of the Arbitrator unless otherwise directed in writing by the DEPARTMENT or unless the matter is such that the works cannot be possibly continued until the decision (whether final or interim) of the Arbitrator is obtained.

2. General Instructions to Vendor

1. Instructions to tenderers

TeleNo.08623-225174/226048

Fax No.08623-225170

e-Mail ID : manas@shar.gov.in, satyach@shar.gov.in

1. Interested tenderers may, at their option, login to <https://eproc.isro.gov.in> and submit your offers.

2. TENDER FEE IS NOT APPLICABLE.

3. EARNEST MONEY DEPOSIT IS NOT APPLICABLE IF NOT MENTIONED IN THE RFP

SPECIFICATION.

4. Indian agents while quoting on behalf of their principals are requested to attach Principals original quote, necessary authorization letter from their Principals, copy of agency agreement etc. in their bid.
5. TWO PART BIDS: In case of Two part tender, price details shall not be uploaded in the Technical & Commercial Bids (Part I), failing to which the bid will be treated as INVALID.
6. Offer validity: In case of single part tender - the validity of offers/tenders should be 90 days. In case of two part tender - 120 days from the date of opening of Part-I bid and 60 days from the date of opening of Part-II bid. Tenders shorter than offer validity mentioned above will not be considered for evaluation.
7. Due date & time: Sufficient time has been allotted for Bid submission. Vendors are requested to complete Bid submission well in advance. Last minute requests for due date extension citing server problems etc. will not be entertained. Bids will not be entertained after the due date and time.
- 7 (A). Request for the extension of the due date will not be considered.
8.
 - (a) Bid Opening for Public Tender: In case of Public Tender-Two Part Tenders: Technical and Commercial Bids will be opened on the first day specified for Tender opening. Interested vendors can attend the tender opening session to know the bidding details (Bidders presence is not mandatory to consider the quote for evaluation). Price Bid opening of the selected vendors will be scheduled later and it will be intimated to the selected Bidder (s).
 - (b) For Limited Tender: Bidders participation is not allowed.
9. Prices are required to be quoted according to the units indicated.
10. Preference will be given to those tenderers offering supplies from ready stocks and on the basis of FOR destination delivery at site.
11. (a) All available technical literature, catalogues and other data in support of the specifications and detail of the items should be furnished as attachments.
 - (b) Samples, if called for, should be submitted free of all charges by the tenderer and the Purchaser shall not be responsible for any loss or damage thereof due to any reason whatsoever. In the event of non-acceptance of tender, the tenderer will have to remove the samples at his own expense.
 - (c) Approximate net and gross weight of the items offered shall be indicated in your offer. If dimensions details are available the same should be indicated in your offer.
 - (d) Specifications: Stores offered should strictly conform to our specifications. Deviations, if any,

should be clearly indicated by the tenderer in their quotation. The tenderer should also indicate the Make/Type number of the stores offered and provide catalogues, technical literature and samples wherever necessary. Test certificates wherever necessary should be attached. Whenever options are called for in our specifications, the tenderer should address all such options. Wherever specifically mentioned by us the tenderer could suggest changes to specifications with appropriate response for the same.

12. The purchaser shall be under no obligation to accept the lowest or any tender and reserves the right of acceptance of the whole or any part of the tender or portion of quantity offered and the tenderers shall supply the same at the rates quoted.

13. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, amount quoted in words shall prevail.

14. The tenderer will be required to furnish a document containing the name of his bankers as well as the latest income-tax clearance certificate duly counter signed by the Income-tax Officer of the Circle concerned under the Seal of his office, if required by the Purchaser.

15. The Purchaser reserves the right to place order on the successful tenderers for additional quantity up to 25% of the quantity offered by them at the rates quoted.

16. Sr. Head, Purchase and Stores, SDSC SHAR SRIHARIKOTA reserves the right to accept or reject any bid in part or full without assigning any reason thereof.

17. Any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with Competent Authority as specified in Office Memorandum no.F.No.6/18/2019-PPD, Ministry of Finance, Department of Expenditure, Public Procurement Division dated 23rd July 2020. All the conditions mentioned in the above OM is applicable for this tender.

18. Vendors are requested to register in National Public Procurement Portal i.e., Government e-Market Place (GeM).

19. Vendors may note the Guidelines on Debarment of Firms vide O.M No. F.1/20/2018-PPD dated 02.11.2021 in line with rule no.151 and 175 (Code of Integrity) of GFR (General Financial Rules).

3. Format for Self Declaration regarding Restriction under Rule 144 (XI) of GFR 2017 (Land Border Sharing)

1. (to be printed in letter head)

DECLARATION BY AUTHORISED SIGNATORY OF THE FIRM

2. I, the undersigned, _____ (full names), do hereby declare, in my capacity as _____ of M/s _____ (name of bidder entity), that:

3. 1) I have read the Order (Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 office memorandum (OM) No. F.18/37/2020-PPD Dt:08.02.2021, OM NO. F.12/1/2021-PPD (Pt) dated 02.03.2021 and OM No. F.7/10/2021-PPD dated 08.06.2021 and OM No.F.7/10/2021-PPD dated 23.02.2023 on the subject of Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017 regarding restrictions on procurement from a bidder of a country which shares a land border with India and comply to all the provisions of the Order.

4. I certify that M/s. _____ (name of bidder entity)

5. (A) IS NOT FROM SUCH A COUNTRY

6. (B) IS FROM SUCH A COUNTRY AND HAS BEEN REGISTERED WITH THE COMPETENT AUTHORITY (attach evidence of valid registration)

7. (Select any one of the above (A) or (B) and strike off the other) I hereby certify that this SUPPLIER fulfils all requirements in this regard and is eligible to be considered.

8. 3) I understand that the submission of incorrect data and / or if certificate / declaration given by M/s _____ (name of bidder entity) is found to be false, this would be a ground for debarment and further legal action in accordance with law as per Clause 18 of Procurement Policy Division OM No.F.7/10/2021-PPD dated 23.02.2023

9. AUTHORIZED SIGNATURE:

DATE: _____

Seal / Stamp of Bidder

C. Bid Templates

C.1 Technical Bid - MATTRESSES FOR SUITES OF ADYAR GUEST HOUSE

1. Mattresses

Item specifications for Mattresses

Sl No	Specification	Value	Compliance	Offered Specification	Remark
1	DIMENSIONS	1905mmX1524mm	Yes / No / Explain		
2	THICKNESS	127/203/254mm	Yes / No / Explain		
3	TYPE	HIGH DENSITY RUBBERIZED COIR AND FOAM	Yes / No / Explain		
4	QUILTED	YES. SINGLE OR DOUBLE SIDE WITH SUITABLE PLUSH MATERIAL	Yes / No / Explain		
5	FABRIC	COTTON/POLYESTER COTTON BLENDED	Yes / No / Explain		

2. Mattresses-CHAIRMAN SUITE

Item specifications for Mattresses

Sl No	Specification	Value	Compliance	Offered Specification	Remark
1	DIMENSIONS	1981mmX1524mm	Yes / No / Explain		
2	THICKNESS	127/203/254mm	Yes / No / Explain		
3	TYPE	HIGH DENSITY RUBBERIZED COIR AND FOAM	Yes / No / Explain		
4	QUILTED	YES. SINGLE OR DOUBLE SIDE WITH SUITABLE PLUSH MATERIAL	Yes / No / Explain		
5	FABRIC	COTTON/POLYESTER COTTON BLENDED	Yes / No / Explain		

Supporting Documents required from Vendor

1. UDYAM REGISTRATION CERTIFICATE

2. Restriction under Rule 144 (XI) of GFR 2017 (Land Border Sharing Declaration)

3. Product Catalogues/ Data sheets

5 additional documents can be uploaded by the vendor

C.2 Commercial Terms / Bid

Sl. No.	Description	Compliance	Vendor Terms
1	Percentage of GST/IGST if any applicable. Please mention applicable GST rate against each item (respective HSN/SAC code also to be mentioned) Mention your GST registration details. GST No. for SHAR- GSTIN: 37AAAGS1366J1Z1	Yes / No / Explain	
2	PAYMENT TERM: 100% payment will be made through PFMS within 30 days of receipt and acceptance of the ordered items at our site in good condition.	Yes / No / Explain	
3	DELIVERY TERM: FOR ANTARIKSH NIVAS, NO. 20, KAMARAJ AVENUE, 2 ND STREET, ADYAR, CHENNAI 600020	Yes / No / Explain	
4	DELIVERY PERIOD: Within 30 days from the date of Purchase Order.	Yes / No / Explain	
5	VALIDITY OF OFFER: The validity of the offers/ tenders should be 90 days (in case of single part tender) Tenders shorter than offer validity mentioned above will not be considered for evaluation.	Yes / No / Explain	
6	LIQUIDATED DAMAGES (LD): In case of delay in completion of total scope of work beyond the stipulated delivery period, Liquidated Damages @ 0.5% of the PO value per week or part of on undelivered portion as pre-estimated damages subject to a maximum of 10% of the Order value.	Yes / No / Explain	
7	WARRANTY: Manufacturers default warranty for the offered item shall be provided from the date of acceptance of the item at our site.	Yes / No / Explain	

8	<p>PERFORMANCE BANK GUARANTEE (PBG): A Bank Guarantee for 3% of the order value shall be provided along with supply towards the performance of the item. PBG may be furnished in the form of Insurance Security Bonds, Account Payee Demand Draft, Fixed Deposit Receipt from a commercial Bank, Bank Guarantee (including e-Bank Guarantee) from a Commercial bank executed on Rs.100/- non-judicial stamp paper or online payment in an acceptable form valid till the successful completion of Manufacturers default warranty period plus 60 days. This will not carry any interest and shall be returned to you after successful completion of warranty period against your request. In case of non-performance/poor performance the Bank Guarantee shall be forfeited.</p>	Yes / No / Explain	
9	<p>Insurance :- Being a Govt. Of India Dept., Insurance is not required at our cost. Please ensure the safe delivery of the ordered item with proper transport worthy packing.</p>	Yes / No / Explain	

10	<p>Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1 plus 15% (Selected by Buyer) of margin of purchase preference/price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total QUANTITY. Please specify whether you belong to MSE or not. If YES, supporting documents shall be uploaded.</p>	Yes / No / Explain	
11	<p>The bidder shall provide compliance to Order No. F.No.6/18/2019 PPD dated 23.07.2020 and amendments thereof by Ministry of Finance, Department of Expenditure, Public Procurement Division regarding restrictions on procurement from a bidder of a country which shares a land border with India and comply to all the provisions of the Order. In this regard, you shall certify that the bidder entity is not from such a country or, is from such a country, has been registered with the Competent Authority.</p>	Yes / No / Explain	
12	<p>Please furnish Contact details i.e. valid E-mail id, Mobile no/ Landline no. etc for further communication.</p>	Yes / No / Explain	

13	Do you have Unique GeM Seller ID? If YES, provide details. If NO, As per Office Memorandum No 6/9/2020-PPD dated 24/08/2020 of Department of Expenditure, it is mandatory for sellers providing Goods and Services to Central Government Organizations to be registered on GeM and obtain a Unique GeM Seller ID, at the time of Placement of Order/acceptance of contract. Tenderers shall ensure the same.	Yes / No / Explain	
14	Remarks, if any:	Yes / No / Explain	

C.3 Price Bid

Sl. No.	Item	Quantity	Unit Price	Currency	Total Price	Remark
1	Mattresses	2.00 Nos.		-		
2	Mattresses-CHAIRMAN SUITE	1.00 Nos.		-		

Common charges (Applicable for all items)

Additional Charges, if any (P&F, Freight etc.)	
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