



**Indian Institute of Technology Palakkad**  
**भारतीय प्रौद्योगिकी संस्थान पालक्काड**  
Nurturing Minds For a Better World

**NOTICE INVITING TENDER FOR**

**Name of work : Construction of Permanent Campus for IIT Palakkad under Phase 1A  
SH: Furniture SW: Design, supply and installation of interior decoration and furnishing  
in Director's Bungalow (V1 Building)**

**Tender No. 17/ IITPKD/EWD/2022-23/004**

**Date/Time of Publication:12-05-2022**

**Date of Pre bid Meeting: 18-05-2022, 1500 hours**

**Last date /time of submission of Bid and other document as specified in the  
NIT : 01-06-2022, 1500 hours**

**Time and date of opening of Eligibility bid : 01-06-2022, 1530 hrs**

Engineering Work Division  
IIT Palakkad (Main Campus)  
Near Gramalakshmi Mudralayam,  
Kanjikode, Palakkad - 678 623  
Email: [ewd@iitpkd.ac.in](mailto:ewd@iitpkd.ac.in)



IIT PALAKKAD

**STAGE- 1 - ELIGIBILITY BID**

**Tender no : 17/ IITPKD/EWD/2022-23/004**

**COVER – 1**

**STAGE I ELIGIBILITY BID**

The Chairman, EWD, IIT Palakkad invites Online bids on behalf of IIT Palakkad in three bid systems.

(Cover 1 – Eligibility bid, Cover II – Technical Bid and Cover III – Financial Bid), up to 1500hrs on 01-06-2022 by the Chairman, EWD, Indian Institute of Technology Palakkad (IITPKD) from eligible firms/contractors of repute for the following work.

**Name of Work : Construction of Permanent Campus for IIT Palakkad under Phase 1A SH: Furniture SW: Design, supply and installation of interior decoration and furnishing in Director's Bungalow (V1 Building)**

Date and Time of opening of Eligibility Bid (Cover -1) 01-06-2022 at 1530 hours.

Date and Time of opening of Technical and Financial bids (Cover -2 and 3) will be notified in the E-wizard portal later to the eligible bidders.

Certified that this document contains **46** pages.

Signature of the Bidder

INFORMATION AND INSTRUCTION TO BIDDER FOR E- TENDER FORMING PART OF BID DOCUMENT

The Chairman, EWD, invites on behalf of Indian Institute of Technology Palakkad (hereinafter called "IITPKD") online **Percentage rate bid** under Three Bid System (Eligibility bid, technical bid and financial bid) as per the scope of work and specifications given in the bid document.

SI No	NIT no	Estimated Cost put to bid	EMD	Period of completion	Last date & time of submission of bid	Time and date of Pre bid meeting	Time and date of opening of Eligibility bid
1	17/IITPKD/ EWD/2022 -23/004	Rs. 34,30,511	Rs. 69,000/-	90 Days	01-06-2022, 1500 hrs	18-05-2022, 1500 hrs	01-06-2022, 1530 hrs

Last date of submission of certified copy of all the scanned and uploaded documents as specified in the bid document physically in the office of bid opening authority: **Within 5 days from the last date of submission of bid.**

## I. Mode of Invitation & Submission of Bids:

1.1 Bidders who desire to participate in the bid for the above work shall upload their bid documents in **three covers** as detailed below.

Cover 1	Eligibility Bid,
Cover 2	Technical bid
Cover 3	Financial bid

### Cover 1 – Eligibility Bid

- a. Necessary supporting documents as prescribed in the bid document in page no.10.
- b. Scanned copy of the Letter of Transmittal as prescribed in the bid document as prescribed in section III, Page No. 16

**Cover 2 – Technical bid:** The bidder shall submit detailed specifications and drawings to be adopted for the scope of work given in the Technical bid document **Annexure A**.

**Cover 3 - Financial Bid** shall be submitted with the quoted rate and amount as per the scope of work and approved technical specification.

1.2 The bid along with documents and enclosures as specified in the bid document shall be uploaded in the E- wizard portal (<http://mhrd.euniwizarde.com/>)

1.3 The tender documents may be downloaded from <https://mhrd.euniwizarde.com/>.

1.4 The responsibility of submission of the bids on or before the last date shall rest with the bidder

1.5 Canvassing or offering of an advantage or any other inducement by any person with a view to influencing acceptance of a bid is an offense under Laws of India. Such action will result in the rejection of the bid, in addition to other punitive measures

1.6 Each bidder shall submit only one bid, either by himself /herself or as a partner. If a bidder or if any of the partners in a joint venture or any one of the members of the consortium participate in partnership are liable to be rejected.

1.7 The bidder shall bear all costs associated with the preparation and submission of his/her bid and IITPKD shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tender process

1.8 Except for any such written clarification by the Institute, which is expressly stated to be an addendum to the tender document issued by the Chairman, EWD, IIT Palakkad, no written or oral communication, presentation or explanation by any other employee of any of the Sections/Departments of the Institute, shall be binding to the Institute.

1.9 The bidder is expected to examine all instructions, forms, terms and conditions in the bid Document. In the event of discovery of any missing pages while uploading, the bidder shall inform the **Chairman, EWD**. Failure to furnish the information required by the bid document or submission of a tender not substantially responsive to the bid Document in every respect will be at the bidder's risk and may result in rejection of the bid.

## 2. ADDENDUM IN THE TENDER DOCUMENT

2.1 At any time prior to the deadline for submission of bids, IITPKD may, for any reason, whether at its own initiative or in response to a clarification requested by prospective bidders modify the bid document by way of addendum(s).

2.2 Addendum will be intimated through the E- Wizard portal and the bidders shall ensure that the addendums are carried out in the bid before submission. The addendums will not be published in newspapers. Bidders should regularly visit the E-wizard portal to keep themselves updated. The addendum will form part of the bid document.

2.3 No extension in the bid due date/ time shall be considered on account of delay in

submission of bid.

### **3. EARNEST MONEY DEPOSIT (EMD)**

3.1.1 The bidder shall furnish, as part of the bid, an EMD (Earnest Money Deposit) for Rs. 69,000/- through ONLINE mode.

3.1.2 EMD of the successful bidder shall be returned on receipt of the prescribed Performance Security and after signing of the contract agreement.

3.1.3 EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest by the 30th day after the award of the contract.

3.1.4 EMD shall be forfeited, if the bidder withdraws his bid during the period of validity of the tender.

3.1.5 EMD shall be forfeited, if the successful bidder refuses or neglects to execute the contract or fails to furnish the required Performance Security within the time frame specified by the Institute.

3.1.6 EMD shall be forfeited, if the successful bidder fails to execute the Contract on specified timeline.

### **4. PERFORMANCE SECURITY**

4.1.1 The successful bidder shall be required to furnish a Performance Security within 10 days of receipt of Letter of Intent/ Work Order for 3% ( Three percent) (of the contract value) in the form of an Account Payee DD/Fixed Deposit Receipt/Bank Guarantee from a nationalized bank in an appropriate format in favour of Indian Institute of Technology Palakkad payable at Palakkad.

4.1.2 The Performance Security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations. In case the contract period is extended further, the validity of Performance Security shall also be extended by the contractor accordingly.

4.1.3 The Performance Security shall automatically become null and void once all the obligations of the agency under the contract have been fulfilled, including, but not limited to, any obligations during the period of contract and any extensions to the period. The Performance Security shall be returned to the agency under contract not later than fifteen (15) days after its expiration.

4.1.4 Failure of the successful Bidder to comply with the above requirements shall constitute sufficient grounds for the annulment of the award and forfeiture of the EMD, in which event IITPKD may make the award to the next lowest evaluated bid submitted by a qualified Bidder or call for new bids.

4.1.5 Security deposit at the rate of 3% of contract amount will be withheld and amount will be released only after completion of defect liability period

### **5. SCOPE OF WORK**

5.1. Design of interior decoration and furnishing work in the Director's Bungalow at IIT Palakkad campus. The bidder has to prepare conceptual furniture layout plan, detailed design and execution drawing for the Director Bungalow specifying the type of Furniture, material, finish, color, numbers of each item for entrance room, bedrooms, Formal Dining / living and informal dining / living, Library, Office, dressing room, family lounge, ground floor entrance, curtains for windows suitable floor finish in First floor formal living, staircase railing.

5.2 Supply and Installation furniture, curtain for windows, wooden/laminate flooring, staircase railing, pot for plants as per the approved detailed design, specification and execution drawing and as per brief scope of work given below for all the rooms mentioned.

**Brief Scope of work:**

Item No	Rooms
	Ground Floor
I	Entrance Lobby
	Suitable Shoe rack cum sitting (Partially sliding and partially openable shutters)
II	Formal Dining
	Dining Table and chairs suitable for 8 seat
	Crockery cabin
III	Formal Living
	Suitable sofa set, corner stand, teapoy ,Tv stand with storage unit
IV	Informal Dining
	Dining Table and chairs suitable for 8 seat
	Crockery cabin
	Chest of drawers
V	Informal Living
	Suitable sofa set, corner stand, teapoy , Recliner sofa, TV stand with storage unit
VI	Meeting Room
	Suitable sofa set and teapoy
VII	Library Room
	Library Rack with with glass/wooden shutter and attached reading table
	Executive Office table
	High back headrest chair
	Executive visiting chairs
	Recliner sofa
	Chest of drawers

VIII	Guest Bedroom
	Suitable cot, Mattress, side table, Outdoor table and chairs
IX	Master bedroom 1
	Suitable cot, Mattress, side table, Outdoor table, chairs, TV stand with storage unit
X	Ironing Room
	Ironing board
	Storage ledge
	First Floor
XI	Family Lounge
	Suitable sofa set, side table and teapoy
XII	Bedroom 1
	Suitable cot, Mattress and side table
XIII	Master bedroom II
	Suitable cot, Mattress, side table, Outdoor table and chairs
XIV	Supply and installation of double curtain including curtain rod and necessary fittings (The quantity can be given for length of the curtain)
xv	Teak wood handrail for staircase (In meters) To suit actual site requirement

Note : Exclusions: Furnishing / finishing in kitchen and toilet not in the scope of work. In rooms lighting, painting, flooring (Except living room on first floor) TV and Display systems in the office room for Video conferencing, plants are not in the scope of work.

## 6. ELIGIBILITY CRITERIA

6.1 The bidder should have satisfactorily completed similar works during the last seven years ending previous day of last date of submission of bid as below. For this purpose, cost of work shall mean gross value of completed works including cost of material supplied by the Government / Client but excluding those supplied free of cost. This should be certified by an officer not below the rank of Executive should have satisfactorily completed the works as mentioned below during the last **SEVEN years** ending previous day of last day of submission of bid.

Three similar completed works costing not less than Rs.13 Lakh

Or

Two similar completed works costing not less than Rs.17 Lakh

Or

One similar completed work costing not less than Rs.28 Lakh

**Similar work shall mean design and execution of interior decoration and furnishing works in Residential Buildings consisting of one or more Bed room furnishing all executed under one agreement in India.**

6.2 Should have an average annual financial turnover of **Rs. 17 lakh** during the last 3 consecutive years ending 31-03-2021. Scanned copy of the certificate from chartered accountant to be uploaded.

6.3 Bank Solvency: Should have a solvency of Rs. 13 Lakhs certified by the bankers of the applicant dated later than the date of publication of this tender

6.4 Certificate of financial turn over: At the time of submission of bid, contractor may upload an affidavit / certificate from CA mentioning financial turnover of last three years or for the period as specified in the bid document and further details if required may be asked from the contractor after opening of eligibility cum technical bid. There is no need to upload an entire voluminous balance sheet.

6.5 If the bidder does not quote any percentage above/below on the total amount of the bid or any section/sub head in percentage rate bid, the bid shall be treated as invalid and will not be considered as lowest bidder.

6.6 The intending bidder must read the terms and conditions of the bid document carefully; his/her should submit his bid only if he/she is considered eligible and he/she is in possession of all the documents required.

6.7 The eligibility bid shall be opened first on due date and time as mentioned above and evaluated by EEC. The technical bid of the bidders who qualify the eligibility bid shall be opened. The technical bid of eligible bidders shall be evaluated by the Empowered Evaluation Committee (EEC) constituted by the Chairman, EWD. Based on the committee decision, the technical specifications will be finalized and the eligible bidders will be informed to revise their financial bid, if required. Time and date of opening of financial bids of bidders qualified in the technical bid shall be communicated at a later date. The Financial bid of those bidders who have qualified in both the eligibility and technical bids shall be opened.

**6.8 Pre-bid Meeting : A Pre-bid meeting will be held in the EWD Conference Room Main campus, IIT Palakkad on 18-05-2022 at 1500 hrs to clear the doubts of intending bidders, if any. All prospective bidders are requested to kindly submit their queries to [ewd@iitpkd.ac.in](mailto:ewd@iitpkd.ac.in) latest by 17-05-2022, 1500 hrs. During the Pre-bid meeting the answers/clarifications to the queries will be made available and also uploaded on Ewizard Portal. No queries will be entertained after the Pre-bid meeting. The Bidder's representative should carry an authorization letter from their company empowering them to participate in the Pre-bid meeting. Addendum / Corrigendum shall be uploaded by the Institute, if felt necessary by him, which shall form part of the bid document.**

The bidders are advised to visit the site before attending the pre bid meeting to have more clarity about the site conditions and availability of space for execution of the work

**6.9** When the bids are invited in a three stage system and if it is desired to submit a revised financial bid then it shall be mandatory to submit a revised financial bid. If a revised financial bid is not submitted, then the bid submitted earlier shall become invalid.

6.10 The Institute reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.

6.11 Integrity pact of the bid document shall be signed between Engineer-in-Charge and the successful bidder after acceptance of the bid.

6.12 Contractors, who fulfill the following requirements, shall be eligible to apply. Joint Ventures, Consortium and special purpose vehicles are not accepted.



**Note**

- I. The completion cost shall not include the cost of building and structures. This should be certified by an officer not below the rank of the Executive Engineer or Equivalent.
- II. Complete set of TDS certificates shall be uploaded in case the similar work is executed for a private body, which shall form the basis for establishing the completion cost of work executed.
- III. The value of all above executed works shall be brought to current costing level by enhancing the actual value of work at a simple rate of 7% per annum calculated from the date of completion to previous day of the last day of submission of bid.
- IV. The bidder should have an average annual turnover gross of Rs.17 lakh on civil/ interior decoration and furnishing during the last three consecutive years, balance sheet duly audited by Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average.

**7.0 Schedule of payment :**

No advance payment shall be made. Payment shall be made as per

SL No	Stages of Payment	% of contract value
1	On satisfactory completion of supply and installation of bedroom furniture	25%
2	On satisfactory completion of supply and installation of living and dining and family room furniture	35%
3	On satisfactory completion of supply and installation of office room, library, ironing room, open sit out	25%
4	On satisfactory completion of supply and installation of curtain, flooring and staircase	13%
5	On finalization of final bill	2%

Note : Statutory deductions and security Deposit (SD) shall be made from the above mentioned schedule of payment.

**LIST OF DOCUMENTS TO BE SCANNED AND UPLOADED WITHIN THE PERIOD OF BID SUBMISSION.**

1.	Letter of Transmittal
2.	EMD for Rs.69,000/- through ONLINE Mode. Acknowledgement for EMD remittance through Bank may be uploaded
3.	Certificate of Financial information from CA – Form “A”
4.	Solvency Certificate - Form “B”
5.	Details of All Works of Similar Nature Completed During The Last Seven Years – Form “C”
6.	Performance report of works listed in Form C– Form “D”
7.	Structure and organization – Form “E”
8.	GST registration Certificate of the Kerala State if already obtained by the bidder
	If the bidder has not obtained GST registration of Kerala State as required by GST Authorities, then in such a case the bidder shall scan and upload Following undertaking along with other bid documents.  “If work is awarded to me, I/We shall obtain GST registration certificate of the Kerala State, within one month from the date of receipt of award letter or before release of any payment by Institute, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and/or for any action taken by Institute or GST Department in this regard.
9.	Notarized Affidavit of “No black listing by state/Central departments /PSU/Autonomous bodies ( Form F)
10.	Declaration about Site Inspection ( Form G)
11.	Integrity Pact (Form H)
12.	Technical Design & Specifications as required in the Technical Bid as per Annexure A, B and C

If any information furnished by the bidder is found incorrect at a later stage, he/they shall be liable to be debarred from bidding/taking up works in the Institute. The Institute reserves the right to verify the particulars furnished by the bidder

## SECTION-I

### Brief Particulars of the Work

The proposed work is in the Permanent campus of IIT Palakkad in Pudussery Village, Kanjikode West, Palakkad Taluk, Palakkad District, Kerala. The campus is situated by the side of Kanjikode- Malampuzha PWD Road and about 1.5 Km away from the National Highway (NH- 544) on the Palakkad- Coimbatore Stretch.

The Director's Bungalow for Director, IIT Palakkad is nearing completion in the Indian Institute of Technology Palakkad (IITPKD) Permanent campus. The bungalow is expected to be completed by 31.05.2022 and ready for interior decoration and furnishing work.

The Director's bungalow is nearing completion with following specifications.

1. Flooring
2. Wall Finish
3. Ceiling Finish
4. Windows
5. Doors with fittings
6. Plumbing and Electrical Fittings & fixtures

Note: Bidder has to visit the site and survey the existing provisions available before submitting the bid. Any additional supporting provisions required for the execution of the job shall be projected during the pre-bid meeting. After submission of bid it shall be deemed that all necessary supporting provisions for the successful completion of the work has been considered in the rates quoted. Nothing extra shall be paid for the same.

## **SECTION II INFORMATION & INSTRUCTION FOR BIDDERS**

### **1.0 General :**

1.1 Letter of Transmittal and forms for deciding eligibility are given in Section III.

1.2 All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a “nil” or “no such case” entry should be made in that column. If any particulars / query is not applicable in case of the bidder, it should be stated as “not applicable”. The bidders are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the bid being summarily disqualified.

1.3 References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by an officer not below the rank of Executive Engineer or equivalent.

1.4 The bidder may furnish any additional information which he/she thinks is necessary to establish his capabilities to successfully complete the envisaged work. He/her is, however, advised not to furnish superfluous information. No information shall be entertained after submission of eligibility criteria document unless it is called for by the Engineer in charge.

### **2.0 Definitions:**

2.1 In this document the following words and expressions have the meaning hereby assigned to them.

2.2 Employer/ Engineer-in-Charge: Means the Executive Engineer, IIT Palakkad or his/her successor.

2.3 Bidder/ Tenderer: Means the individual, proprietary firm, firm in partnership, limited company private or public or corporation.

2.4 Client means Indian Institute of Technology, Palakkad.

2.5 “Year” means “Financial Year” unless stated otherwise.

### **3.0 Method of application:**

3.1 If the bidder is an individual, the application shall be signed by him above his full typewritten name and current address.

3.2 If the bidder is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.

3.3 If the bidder is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses, or, alternatively, by a partner holding power of attorney for the firm. In the later case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.

3.4 If the bidder is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application

accompanied by a copy of the power of attorney. The bidder should also furnish a copy of the Memorandum of Articles of Association and power of attorney duly attested by a Public Notary.

#### **4.0 Final decision-making authority.**

The Employer reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders.

**5.0 Site visit:** The bidder is advised to visit the site of work, at his/her own cost, and examine it and its surroundings to himself collect all information that he/she considers necessary for proper assessment of the prospective assignment.

#### **6.0 Initial Criteria for eligibility.**

**6.1** The Bidder should have satisfactorily completed similar works during the last Seven years ending previous day of last date of submission of bids as below. For this purpose, cost of work shall mean gross value of the completed work including cost of material supplied by the Government/Client but excluding those supplied free of cost. This should be certified by an officer not below the rank of Executive Engineer Should have satisfactorily completed the works as mentioned below during the last Seven years ending previous day of last day of submission of Bid:

**Three similar** completed works each costing not less than Rs.13 lakhs

OR

**Two similar** completed works each costing not less than Rs. 17 lakhs

OR

**One similar** completed work costing not less than Rs. 28 lakhs

***Similar work shall mean design and execution of interior decoration and furnishing work consisting of one or more bed room interior work.***

**6.2** Contractors, who fulfill the following requirements, shall be eligible to apply. Joint Ventures, Consortium and special purpose vehicles are not accepted.

**Note:**

- (i) The completion cost of the work shall only include gross value of components as mentioned in the similar works and the components of completed work of general lighting including the cost of materials supplied by the Government/Client but excluding those supplied free of cost. Thus, the completion cost shall not include the cost of building and structures. This should be certified by an officer not below the rank of the Executive Engineer / Project Manager or Equivalent.
- (ii) Complete set of TDS certificates (Form 16 A) shall be uploaded in case the similar work is executed for a private body, which shall form the basis for establishing the completion cost of work executed.
- (iii) The value of all above executed works shall be brought to current costing level by enhancing the actual value of work at a simple rate of 7% per annum calculated from the date of completion to previous day of the last day of submission of Bid.

**6.2**The bidder should have had average annual financial turnover (gross) of Rs.17 Lakh on interior decoration works during the last three consecutive years, balance sheet duly

audited by Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average.

6.3 The bidder should have a sufficient number of Technical and Administrative employees for the proper execution of the contract. The bidder shall have to submit a list of these employees stating clearly how these would be involved in this work, within 7 days of award of work-

## **8.0 EVALUATION CRITERIA OF ELIGIBILITY BID**

The details submitted by the bidders will be evaluated in the following manner. The initial criteria prescribed in para 6.0 above in respect of experience of eligible similar works completed, solvency and financial turnover and bidding capacity etc. will be first scrutinized and the bidder's eligibility for the work be determined.

The bidder's qualifying the initial criteria as set out in para 6.0 above will be evaluated for following criteria by scoring method as specified in "Annexure I" on the basis of details furnished by them

a.	Financial strength (Form A)	: Maximum 20 marks
b.	Experience in eligible nature of work during last seven years (Form C)	: Maximum 30 marks
c.	Performance on works (Form "D") time over run	: Maximum 20 marks
d.	Performance on works (Form "D") quality	: Maximum 30 marks
	Total	: 100 marks

To become eligible for short listing the bidder must secure at least fifty percent marks in each attribute (Section a, b, c and d) and Sixty percent (60%) marks in aggregate.

The Institute, however, reserves the right to restrict the list of such qualified contractors to any number deemed suitably by it.

Note : The average value of performance works for time overrun and quality shall be taken on the basis of performance report of the eligible similar works.

### **8.1 Financial Information :**

Bidder should furnish the Annual Financial statement for the last financial year in Form "A"

### **8.2 Experience of similar works**

The bidder should furnish the list of eligible similar nature of works successfully completed during the last seven years in FORM C.

### **8.3 Organizational information**

Bidders is required to submit information in respect of his organization in "FORM E"

### **8.4 Letter of transmittal**

The bidder should submit the letter of transmittal attached with the document.

### **8.5 Opening of Cover -2 Technical bid - Stage 2**

After evaluation of eligibility bid by the empowered evaluation committee, a list of shortlisted bidders will be prepared. Thereafter the technical bids of the shortlisted bidders shall be opened at the notified time, date and place in the presence of the qualified bidders or their representatives (to be notified later)

All the bidders have to upload the details specified in the technical bid. Any bid without the required technical details will be liable for rejection.

The design proposals, drawings and specifications submitted along with the technical bid documents will be evaluated by the Empowered Evaluation Committee appointed by the competent authority for the purpose and the committee will select the best design or a combination of parts of designs from these bids. The technical specifications selected will be uploaded to the E-wizard portal to enable the shortlisted bidders to submit revised financial bids.

### **8.6 Opening of Cover -3 Financial bid - Stage 3**

After evaluation of technical bid and presentation, all the shortlisted bidders will be notified in the E-wizard portal that they are required to submit the revised financial bids in the sealed cover to the office of Chairman, EWD, IIT Palakkad (Main Campus) Near Gramalakshmi Mudralayam, Kanjikode, Palakkad - 678 623. The revised financial bid submitted by qualified bidders will be opened at the notified time, date and place in the presence of the qualified bidders or their representatives (to be notified later).

### **8.7 Award criteria**

The employer reserves the right to, without being liable for any damages or obligations to inform the bidder, to:

- a. Amend the scope and value of contract
- b. Reject any or all the specifications without assigning any reason
- c. Any effort on the part of the bidder or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.

### **8.8 Validity**

The Validity period of the bids will be **60 days** from the date of opening of the Eligibility bid document.

8.9 Accepting Authority : Chairman, EWD

8.10 Period of completion of work : 90 Days

**SECTION III**  
**LETTER OF TRANSMITTAL**  
**(To be duly filled, signed, Submitted along with**  
**Cover 1 by the Bidder)**

To  
The Chairman, EWD  
IIT Palakkad]

**Name of work : Sub: Construction of Permanent Campus for IIT Palakkad**  
**under Phase 1A** SH: Furniture SW: Design, supply and Installation of internal  
furnishing in Director's Bungalow (V1 Building)

Sir,

Having examined the details given in notice inviting bid application and tender and the qualification documents for the above work, I / We hereby submit the application for eligibility and the tender for the work duly filled in.

1. I / We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
2. I / We have furnished all information and details necessary for deciding our eligibility to be qualified for taking part in the tendering process for the work. We have no further information to supply.
3. I / We authorize the Chairman, EWD to approach individuals, firms and corporations to verify our competence and general reputation.
4. I / We submit the following certificates in support of our suitability, technical know how and capability for having successfully completed following works.

Sl. no	Name of work	Certificate from

5. I/We certify that the tender documents downloaded and submitted is the exact replica of the document published by the IITPKD and no alterations and additions have been made by me / us in the tender document.
6. I am / We are aware that the Technical and Financial bid submitted by me/us will not be opened if I / We do not become eligible after evaluation of my/our application for eligibility.
7. The bid documents downloaded from the website and duly signed will be considered as original bid documents otherwise the Institute may reject the tender document.

Signature(s) of the applicants

Seal of the Applicant Date of submission

**# should be filled by the applicant ; Attach a separate sheet if required.**



**FINANCIAL INFORMATION**

(To be duly filled, signed, Submitted along with Cover 1 by the Bidder)

**I Financial Analysis** – Details to be furnished duly supported by figures in Balance Sheet / Profit and Loss Account for the last three years duly certified by the Chartered Accountant, as submitted by the applicant to the Income-Tax Department (Copies to be attached).

Sl No	Details	Year ending 31 <sup>st</sup> March of 2021		
		2018-19	2019- 20	2020-21
1	Gross annual turnover in (from consultancy fees collected)			
2	Profit (+) / Loss (-)			

II. Financial arrangement for carrying out the proposed work.

III. Income Tax PAN details /GST Registration

SIGNATURE OF APPLICANT (S)

Signature of Chartered Accountant with seal

Note: The financial information for last 3 years ending 2018 is acceptable, in case of non availability of Audited Balance Sheet / Profit and Loss Account for the financial year ending March 2019.

**This form must be filled and signed by the Chartered Accountant**

**FORM OF BANKER'S CERTIFICATE FROM A SCHEDULED BANK (SOLVENCY  
CERTIFICATE)**

This is to certify that to the best of our knowledge and information that M/s  
Sh..... having marginally noted address, a customer of our bank  
are/is respectable and can be treated as good for any engagement up to a limit of  
Rs.....(Rupees.....  
.....).

This certificate is issued without any guarantee or responsibility on the bank or any of the  
officers. (Signature) For the Bank

NOTE: (1) Banker's certificates should be on the letter head of the Bank. (2) In case of  
partnership firm, certificate should include names of all partners as recorded with the Bank

**FORM "C"**

**DETAILS OF ELIGIBLE SIMILAR NATURE OF WORKS COMPLETED DURING THE LAST SEVEN YEARS ENDING PREVIOUS DAY OF LAST DATE OF SUBMISSION OF BIDS.**

SI No	Name of work /project	Owner of Psporing organization	Cost of work in rupees	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	whether EOT case decided - Yes/ No if yes with or without levy of compensation	Litigation/arbitration cases pending/ in progress with details	Name / address /telephone number of office to whom reference may be made	Whether the work was done on back to back basis Yes / No

\*Indicate the gross amount claimed and awarded by the arbitrator

**Note:**

1. Complete set of TDS certificates (Form 16 A) shall be uploaded in case the similar work is executed for a private body, which shall form the basis for establishing the completion cost of work executed.
2. **Actual date of completion:** Completion certificate including performance report issued by Executive Engineer or Equivalent rank shall be submitted

Signature of bidder(s).

**PERFORMANCE REPORT FOR WORKS REFERRED TO IN FORM 'B'**  
**(To be duly filled, signed, Submitted along with Cover 1 by the Bidder)**

1. Name of the work / Project & Location.
2. Scope of work.
3. Agreement / Work order No.
4. Estimated Cost
5. Tendered Cost
6. Value of work done
7. Date of Start
8. Date of completion
  - a. Stipulated date of completion.
  - b. Actual date of completion.
9. Amount of compensation levied for delayed Completion if any.
10. Performance report based on
  - a) Quality of Work
  - b) Time Management, and Resourcefulness: Very Good / Good / Fair

DATE :

**EXECUTIVE ENGINEER / PROJECT MANAGER OR EQUIVALENT**

**STRUCTURE AND ORGANIZATION**

**(To be duly filled, signed, Submitted along with Cover 1 by the Bidder)**

1. Name and address of the applicant
2. Telephone No./E-Mail address.
3. Legal Status (attach copies of original document defining the legal status)
  - (a) An Individual
  - (b) A proprietary Firm
  - (c) A Firm in partnership
  - (d) A Limited Company or Corporation.
4. Particulars of registration with various Government bodies (Attach attested photo- copy)
  - a)Registration Number.
  - b)Organization / Place of registration
5. Names and Titles of Directors and officers with designation to be concerned with this work with Designation of individuals authorized to act for the organization.
6. Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion?  
  
If so, give the name of the project and give reasons thereof.
7. Has the applicant or any constituent partner in case of partnership firm, ever been debarred / black listed for tendering in any organization at any time? If so, give details:
8. Has the applicant or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.
9. Any other information considered necessary but not included above.

**SIGNATURE OF APPLICANT(S)**

**FORM 'F'**

**AFFIDAVIT ON NON-BLACKLISTING**

I/We undertake and confirm that our firm/partnership firm has not been blacklisted presently (as on last date of submission of bid) by any state/Central Department/PSUs/Autonomous bodies of Central Government. Further that, if such an information comes to the notice of the department then I/we shall be debarred for this work. Also, if such an information comes to the notice of department on any day before date of start of work and during execution stage, the Engineer -in-charge shall be free to cancel the agreement and to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee

**Note: Affidavit to be furnished on a Non Judicial stamp paper worth Rs.100/ -**

.....

.....

Signature by an Authorized Officer of the firm with stamp

Date

**Signature of Notary with seal**

**FORM 'G'**  
**DECLARATION ABOUT SITE INSPECTION**

To,

Chairman (EWD)  
IIT Palakkad

**Sub: Construction of Permanent Campus for IIT Palakkad under Phase 1A**

SH: Furniture SW: Design, supply and installation of interior decoration and furnishing in Director's Bungalow (V1 Building)

Dear Sir,

It is hereby declared that as per the bid document, I/ We the bidder inspected and examined the subject site and its surrounding and satisfy myself / ourselves as to the nature of the ground and subsoil (so far as is practicable), the forms and nature of the site./ ourselves before submitting the bid, the accommodation which may require and all necessary information as to risks, contingencies and other circumstances which may influence or affect our bid have been obtained. I/We the bidder shall have full knowledge of the site and no extra charge consequent upon any misunderstanding or otherwise shall be claimed at a later date.

I /We bidder shall be responsible for arranging and maintaining at own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by me/us implies that I / We have read this notice and all other contract documents and has made myself /ourselves aware of the scope and specifications of the work to be done and local conditions and other factors having a bearing on the execution of the work.

Yours faithfully

(Duly authorized signatory of the bidder)

**INTEGRITY PACT**

To,

Chairman (EWD)  
IIT Palakkad

**Sub: Construction of Permanent Campus for IIT Palakkad under Phase 1A**

**SH: Furniture SW: Design, supply and installation of interior decoration and furnishing  
in Director's Bungalow (V1 Building)**

Dear Sir,

I/We acknowledge that IIT Palakkad is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that **THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE** of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by IIT Palakkad. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, IIT Palakkad shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully

(Duly authorized signatory of the Bidder)



**To be signed by the bidder and the same signatory competent / authorized to sign the relevant contract on behalf of the Institute.**

**INTEGRITY AGREEMENT**

This Integrity Agreement is made at ..... on this ..... day of ..... 20.....

BETWEEN

**Director, IIT Palakkad represented through Chairman, EWD**

IIT Palakkad Permanent Campus, Kanjikode, Palakkad, Kerala, (Hereinafter referred as the **'Principal/Owner'**, which expression shall unless repugnant to the meaning or context thereof include its successors and permitted assigns)

AND . .....

(Name and Address of the Individual/firm/Company)

through .....

(Details of duly authorized signatory)

(Hereinafter referred to as the **"Bidder/Contractor"** and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

**Preamble**

WHEREAS the Principal / Owner has floated the Bid (**NIT No. 17/IITPKD/EWD/2022-23/004**) (hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract for

hereinafter referred to as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

**Article 1: Commitment of the Principal/Owner**

1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

(a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the bid, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

(b) The Principal/Owner will, during the bid process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the bid process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the bid process or the contract execution.

(c) The Principal/Owner shall endeavour to exclude from the bid process any person, whose conduct in the past has been of biased nature.

2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

**Article 2: Commitment of the Bidder(s)/Contractor(s)**

1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the bidding process and throughout the negotiation or award of a contract.

2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the bid process and during the Contract execution:

a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the bid process or execution of the Contract or to any third person any material or other benefit which he/she is

not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the bid process or during the execution of the Contract

b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.

c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically

d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a bid but not both. Further, in cases where an agent participates in a bid on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.

e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract

The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a wilful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.

5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or

actual injury may befall upon a person, his/ her reputation or property to influence their participation in the bidding process).

### **Article 3: Consequences of Breach**

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the bid process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.

2) Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the bid process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.

3) Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

### **Article 4: Previous Transgression**

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country conforming to the anti corruption approach or with Central Government or State Government or any other bid process
- 2) If the Bidder makes an incorrect statement on this subject, he can be disqualified from the bid process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.

3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

#### **Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors**

1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/ sub-vendors.

2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.

3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the bid or violate its provisions at any stage of the bid process, from the bid process.

#### **Article 6- Duration of the Pact**

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, IIT Palakkad.

#### **Article 7- Other Provisions**

1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal/Owner, who has floated the Tender.

2) Changes and supplements need to be made in writing. Side agreements have not been made.

3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.

4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

5) It is agreed to terms and conditions that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

**Article 8- Legal And Prior Rights**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contract documents with regard to any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....

(For and on behalf of Principal/Owner)

.....

(For and on behalf of Bidder/Contractor)

WITNESSES:

1. ....

(signature, name and address)

2. ....

(signature, name and address)

Place:

Dated :

I/We agree to keep the bid open for NINETY DAYS (90) days from the date of opening of technical bid and not to make any modification in its terms and conditions.

A sum of Rs.69,000/- is hereby forwarded in receipt treasury challan/deposit at call receipt of a scheduled bank/fixed deposit receipt of scheduled bank/demand draft of a scheduled bank/bank guarantee issued by a scheduled bank as earnest money. If I/We fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the said IIT Palakkad or his successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I/We fail to commence work as specified, I/We agree that the IIT Palakkad or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance guarantee absolutely. The said Performance Guarantee shall be a guarantee to execute all the works referred to in the bid documents upon the terms and conditions contained in the bid documents.

Further, I/We agree that in case of forfeiture of Earnest Money or Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-bidding process of the work. I/We undertake and confirm that eligible similar work(s) has/have not been executed through another contractor on a back to back basis. Further that, if such a violation comes to the notice of the Department, then I/We shall be debarred for bidding in the Institute in future forever. Also, if such a violation comes to the notice of the Department before the date of start of work and during the execution stage, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

I/We hereby declare that I/We shall treat the bid documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated

Signature of Contractor

Postal Address

Signature of Witness:

**CRITERIA FOR EVALUATION OF THE PERFORMANCE OF CONTRACTORS FOR  
PRE-ELIGIBILITY**

Sr.No	Attributes	Maximum Marks	Evaluation criteria			
<b>(a)</b>	<b>Financial strength</b>	<b>20</b>	(1) 60% marks for minimum eligibility criteria. (ii) 100% marks for twice the minimum eligibility criteria or more. In between (i) & (ii) – on pro-rata basis			
(i)	Average annual turnover	16				
(ii)	Solvency certificate	4				
<b>(b)</b>	<b>Experience in similar class of works</b>	<b>30</b>	(i) 60% marks for minimum eligibility criteria. (ii) 100% marks for twice the minimum eligibility criteria or more. In between (i) & (ii) – on pro-rata basis			
<b>(c)</b>	<b>Performance on works (time over run)</b>	<b>20</b>	<b>Score</b>			
	<b>Parameter Calculation for Points</b>					
	<b>If TOR =</b>		<b>1.00</b>	<b>2.00</b>	<b>3.00</b>	<b>&gt; 3.50</b>
(i)	Without levy of compensation	20	15	10	10	
(ii)	With levy of compensation	20	5	0	-5	
(iii)	Levy of compensation not decided	20	10	0	0	
		<p><b>(TOR = AT/ST, where AT = Actual Time; ST=Stipulated Time in the AGREEMENT plus Justified Period of Extension of Time)</b>  <b>Note:</b> Marks for value in between the stages indicated above is to be determined by straight line variation basis.</p>				
<b>(d)</b>	Performance of works (Quality)	(30 marks)				
	(i) Outstanding	30				
	(ii) Very Good	30				
	(iii) Good	20				
	(iv) Poor	0				



**STAGE- 2 - TECHNICAL BID**

**INDIAN INSTITUTE OF TECHNOLOGY PALAKKAD**

**COVER – 2**

**Tender No. 17/IITPKD/EWD/CIVIL/2022-23/004**

**STAGE II - TECHNICAL BID**

**Name of Work : Construction of Permanent Campus for IIT Palakkad under Phase 1A  
SH: Furniture, SW: Design, supply and Installation of internal furnishing in Director's  
Bungalow (V1 Building)**

- (1) Tenders are invited, up to 1500 on 01-06-2022 by the Chairman, EWD, Indian Institute of Technology Palakkad from eligible agencies satisfying the eligibility criteria prescribed in this tender document.
- (2) The tender documents shall be downloaded from <https://iitpkd.ac.in/tenders>.
- (3) All tenders submitted within the stipulated date and time will be opened after 15:30 pm on the stipulated date of opening of the tender. Only Cover – 1 will be opened on that day. The date and time of opening of Technical and Financial bids will be intimated later to the eligible consultants.

**Chairman, EWD  
IIT Palakkad**

Signature of the Bidder  
Agency Name & Seal  
(To be signed during concluding agreement)

## STAGE- 2 - TECHNICAL BID (COVER 2)

**Name of work: Construction of Permanent Campus for IIT Palakkad under Phase 1A SH: Furniture SW: Design, supply and installation of interior decoration and furnishing in Director's Bungalow (V1 Building)**

### **1. SCOPE OF WORK**

1.1 Design of interior decoration and furnishing work in the Director's Bungalow at IIT Palakkad campus. The bidder has to prepare conceptual plan, detailed design and execution drawing for the Director Bungalow specifying the type of Furniture, material, finish, color, entrance room, bedrooms, Formal Dining / living and informal dining / living, Library, Office, dressing room, family lounge, ground floor entrance, curtains for windows suitable floor finish in First floor formal living.

The quantity of each item may be furnished in the **Annexure C** which will form part of the contract

1.2 Supply and Installation for furniture, curtain for windows, wooden/laminate flooring, pot for plants as per the approved detailed design, specification and execution drawing and as per brief scope of work given below for all the rooms mentioned.

Brief Scope of work

Item No	Rooms
	Ground Floor
I	Entrance Lobby
	Suitable Shoe rack cum sitting (Partially sliding and partially openable shutters)
II	Formal Dining
	Dining Table and chairs suitable for 8 seat
	Crockery cabin
III	Formal Living
	Suitable sofa set, corner stand, teapoy ,Tv stand with storage unit
IV	Informal Dining
	Dining Table and chairs suitable for 8 seat
	Crockery cabin
	Chest of drawers
V	Informal Living
	Suitable sofa set, corner stand, teapoy , Recliner sofa, TV stand with storage unit

VI	Meeting Room
	Suitable sofa set and teapoy
VII	Library Room
	Library Rack with with glass/wooden shutter and attached reading table
	Executive Office table
	High back headrest chair
	Executive visiting chairs
	Recliner sofa
	Chest of drawers
VIII	Guest Bedroom
	Suitable cot, Mattress, side table, Outdoor table and chairs
IX	Master bedroom 1
	Suitable cot, Mattress, side table, Outdoor table, chairs, TV stand with storage unit
X	Ironing Room
	Ironing board
	Storage ledge
	First Floor
XI	Family Lounge
	Suitable sofa set, side table and teapoy
XII	Bedroom 1
	Suitable cot, Mattress and side table
XIII	Master bedroom II
	Suitable cot, Mattress, side table, Outdoor table and chairs
XIV	Supply and installation of double curtain including curtain rod and necessary fittings (The quantity can be given for length of the curtain)
xv	Teak wood handrail for staircase To suit actual site requirement

Note :

1. Exclusions: The following items are not in the scope of this work
  - a. Furnishing / finishing / fittings and fixtures in kitchen and toilet.
  - b. In rooms lighting, painting, flooring, TV.
  - c. Door, window with fittings

**Minimum technical specifications**

1. MDF/ Commercial Ply wood/ Country wood/ Particle or compressed particle board not acceptable for furniture work.
2. HDF/ marine ply / teak wood (II Class)/ treated sesame / Rubber wood preferred for bed and furniture.
3. Number of layers of curtain to be specified. The curtain shall extend 150 MM beyond the opening.
4. For Mattress and Sofa PU foam is not preferred.
5. The arrangement for the video conferencing, AV systems is not in the scope of work )
6. Mattress shall be orthopedic memory foam and of standard size.
7. For staircase superior quality teak wood shall be used. (Knot are shall not be more than 2% of surface area)

**WARRANTY :** The bidder should clearly specify the warranty or guarantee period for the mattress.

**Defect Liability Period:** The Defect Liability Period for the work shall be **ONE YEAR** for all the furniture items from the date of installation.

**2. PowerPoint Presentation :** All bidders who satisfy the eligibility criteria prescribed in the eligibility document will be required to present their respective **interior decoration and furnishing theme** in a Powerpoint presentation on a date to be intimated later. The presentation shall include all the salient features as listed below.

1. Theme on bed rooms, office, Living, Dining, Family lounge, Library, Entrance foyer, Dressing room.
2. There should be enough space to move around the bedrooms.
3. The layout of furniture should be planned in such a way that there is enough space in each room to accommodate them.
4. There should be a perfect combination of sofa, coffee table, TV unit, etc.
5. The furniture shall be designed considering the size of the room.
6. Chest of drawers should be suitable for the rooms. Big for living and small for bedroom.
7. Display unit / Curio Shelves : To showcase the memories.
8. The TV unit should have a couple of shelves, drawers and cupboards. It can be of a contrasting look (TV is not in the scope of work)

The Presentation should contain a detailed explanation of the proposed theme of interior decoration and furnishing. Signed hard-copy of the presentation should be submitted at the time of presentation and will be form part of bid document

**DOCUMENTS TO BE SCANNED & UPLOADED BY THE BIDDERS BEFORE LAST DATE OF SUBMISSION OF BID AS DETAILED IN BELOW PARAGRAPHS.**

1. Design of furniture room wise as per the room arrangement shown in the architect drawing attached for bedrooms, Formal and informal Dining, dressing room, below staircase, Formal and Informal living rooms, Family lounge, office, Library, Entrance foyer, sit out.
2. Design of suitable wooden flooring over existing vitrified flooring in upper living room
3. Technical specifications specifying the materials, finishing, type of fabrics, dimensions, color for all selected furniture, curtain, wooden / laminate flooring, no. of each items of furniture room wise in a separate table to be attached
4. Technical catalogs for all selected furniture and drawings showing the furniture details.
5. Room wise furniture and interior decoration layout .
6. Specification as per Annexure – A (Furniture)
7. Weight of cot ( For King size, Single bed standard size)
8. Curtain arrangement : For all windows in bed rooms, dining, living, family lounge, office, library (Windows in kitchen, toilet and staircase not included)

**The bidder is required to furnish their technical bids describing in detail, specification, make & models for the scope of work in the order mentioned in the Annexure A. The bidder may demonstrate additional information required for achieving the functional requirements as per the scope of work. The reference to pages in the uploaded sheet may be given against each sub item of Annexure A**

**Note : The architect drawings given in the tender are for general guidance only.**

**ANNEXURE – A**  
**DETAILED TECHNICAL SPECIFICATIONS AND DRAWINGS TO BE UPLOADED ALONG**  
**WITH TECHNICAL BID (COVER 2)**

Sl. No.	<i>Technical Particulars</i>
1	Detailed specification of furniture layout , furniture details and furniture specification of Entrance Lobby. The drawing showing the furniture layout and details
2	Detailed specification of furniture layout , furniture details and furniture specification of Formal Dining and living. The drawing showing the furniture layout and details
3	Detailed specification of furniture layout , furniture details and furniture specification of In Formal Dining and living. The drawing showing the furniture layout and details
4	Detailed specification of furniture layout , furniture details and furniture specification for office. The drawing showing the furniture layout and details
5	Detailed specification of furniture layout , furniture details and furniture specification of Library. The drawing showing the furniture layout and details
6	Detailed specification of furniture layout , furniture details and furniture specification of Guest Bedrooms. The drawing showing the furniture layout and details
7	Detailed specification of furniture layout , furniture details and furniture specification of Master bedroom I. The drawing showing the furniture layout and details
8	Detailed specification of furniture layout , furniture details and furniture specification of Master bed rooms II. The drawing showing the furniture layout and details
9	Detailed specification of furniture layout , furniture details and furniture specification of Sit out. The drawing showing the furniture layout and details
10	Detailed specification of furniture layout , furniture details and furniture specification of Family lounge. The drawing showing the furniture layout and details
11	Detailed specification of furniture layout , furniture details and furniture specification of Ironing. The drawing showing the furniture layout and details
12	Detailed specification of Curtain and Curtain rod for windows.
13	Detailed specification and drawing of Wooden Staircase railing

The design proposals, drawings and specifications submitted along with technical bid documents will be evaluated by an empowered evaluation committee (EEC) appointed by the competent authority for the purpose and the committee will select the best technical specification as deemed fit by it. The technical specification so selected will be uploaded to the e-tender portal. The short-listed bidders may revise their financial bid based on the modified design and technical specifications. The work shall be executed as per the selected design and technical specifications.

IFC file of the building model is uploaded in the bid document and can be downloaded.

Note :

1. The bidder has to upload the detailed specifications of the furniture including dimension, quality of material, general ergonomic features.
2. The specifications will be opened to other bidders to revise the financial bid as finalized by the EEC.
3. Uploading the model number of a proprietary product without the detailed specifications will not be acceptable for further evaluation.

**ANNEXURE – B**

**CHECKLIST OF TECHNICAL SUBMISSIONS**  
**TO BE UPLOADED ALONG WITH TECHNICAL BID (COVER 2)**

<b>Sl. No.</b>	<b><i>Technical Particulars</i></b>	<b>To be filled by the Tenderer (Mention whether uploaded Yes/No and Page number against each sub item)</b>
1	Detailed specification of furniture layout ,furniture details and furniture specification of Entrance Lobby. The drawing showing the furniture layout and details	
2	Detailed specification of furniture layout ,furniture details and furniture specification of Formal Dining and living. The drawing showing the furniture layout and details	
3	Detailed specification of furniture layout ,furniture details and furniture specification of In Formal Dining and living. The drawing showing the furniture layout and details	
4	Detailed specification of furniture layout ,furniture details and furniture specification for office The drawing showing the furniture layout and details	
5	Detailed specification of furniture layout ,furniture details and furniture specification of Library The drawing showing the furniture layout and details	
6	Detailed specification of furniture layout ,furniture details and furniture specification of Guest Bedrooms. The drawing showing the furniture layout and details	
7	Detailed specification of furniture layout ,furniture details and furniture specification of Master bedroom I. The drawing showing the furniture layout and details	
8	Detailed specification of furniture layout ,furniture details and furniture specification of Master bed rooms II. The drawing showing the furniture layout and details	
9	Detailed specification of furniture layout ,furniture details and furniture specification of Sit out. The drawing showing the furniture layout and details	
10	Detailed specification of furniture layout	

	,furniture details and furniture specification of Family lounge. The drawing showing the furniture layout and details	
11	Detailed specification of furniture layout ,furniture details and furniture specification of Ironing. The drawing showing the furniture layout and details	
12	Detailed specification of Curtain and Curtain rod for windows.	
13	Detailed specification and drawing of Wooden Staircase railing	



**ANNEXURE - C**

**DETAILED TECHNICAL SPECIFICATIONS AND DRAWINGS TO BE UPLOADED ALONG WITH TECHNICAL BID (COVER 2)**

<b>Construction of Permanent Campus for IIT Palakkad under Phase 1A SH: Furniture SW: Design, supply and installation of interior decoration and furnishing in Director's Bungalow (V1 Building)</b>		
Item No	Rooms	Quantity
	Ground Floor	
I	Entrance Lobby	
	Suitable Shoe rack cum sitting (Partially sliding and partially openable shutters)	
II	Formal Dining	
	Dining Table and chairs suitable for 8 seat	
	Crockery cabin	
III	Formal Living	
	Suitable sofa set, corner stand, teapoy ,Tv stand with storage unit	
IV	Informal Dining	
	Dining Table and chairs suitable for 8 seat	
	Crockery cabin	
	Chest of drawers	
V	Informal Living	
	Suitable sofa set, corner stand, teapoy , Recliner sofa, TV stand with storage unit	
VI	Meeting Room	
	Suitable sofa set and teapoy	
VII	Library Room	
	Library Rack with with glass/wooden shutter and attached reading table	

	Executive Office table	
	High back headrest chair	
	Executive visiting chairs	
	Recliner sofa	
	Chest of drawers	
VIII	Guest Bedroom	
	Suitable cot, Mattress, side table, Outdoor table and chairs	
IX	Master bedroom 1	
	Suitable cot, Mattress, side table, Outdoor table, chairs, TV stand with storage unit	
X	Ironing Room	
	Ironing board	
	Storage ledge	
	First Floor	
XI	Family Lounge	
	Suitable sofa set, side table and teapoy	
XII	Bedroom 1	
	Suitable cot, Mattress and side table	
XIII	Master bedroom II	
	Suitable cot, Mattress, side table, Outdoor table and chairs	
XIV	Supply and installation of double curtain including curtain rod and necessary fittings (The quantity can be given for length of the curtain)	
xv	Teak wood handrail for staircase (In meters) To suit actual site requirement	

To be filled by the bidder along with the technical bid.  
The above list are indicative however, the bidder can add or delete items without affecting the functionality of the space.

## DRAWINGS

**STAGE- 3-**  
**FINANCIAL BID (COVER 3)**

**INDIAN INSTITUTE OF TECHNOLOGY PALAKKAD**

**Tender No : 17/IITPKD/EWD/20222-23/004**

**NAME OF WORK: Construction of Permanent Campus for IIT Palakkad under Phase 1A** SH: Furniture SW: Design, supply and installation of interior decoration and furnishing in Director's Bungalow (V1 Building)

**COVER 3 - FINANCIAL BID**

Date and Time of opening of Eligibility Bid (Cover -1) 01.06.2022 at 1530 hours.

Date and Time of opening of Technical and Financial bids (Cover 2 and 3) will be intimated later to the eligible bidders.

Signature of the Bidder  
Agency Name & Seal  
(To be signed during concluding agreement)

**INDIAN INSTITUTE OF TECHNOLOGY PALAKKAD**

Tender No : 17/IITPKD/EWD/2022-23/004

**FINANCIAL BID**

Sl No.	Description of Item	Qty	Amount in Rs (Lump Sum) in Figures and Words
1	<b>Design, supply and installation of interior decoration and furnishing in Director's Bungalow (V1 Building) having 2 Master bedrooms, 1 Guest Bed room, 1 Bedroom, Formal living/Dining , Informal Living / Dining, Family lounge, Sitout, Kitchen, Toilet, Library and Office in two storey building as per scope of work, approved drawing and technical specification and additional conditions given in the tender document, complete in all respects as required</b>	1 Job	
	Total Amount in Rs.		

1. All tendered/quoted rates and fees shall be inclusive of all taxes and levies payable under respective statutes. However, if any further tax or levy or cess is imposed by Statute, after the last stipulated date for the receipt of tender/bid including extensions if any and the contractor thereupon necessarily and properly pays such taxes/levies/cess, the contractor shall be reimbursed the amount so paid, provided such payments, if any, is not, in the opinion of the Chairman, EWD (whose decision shall be final and binding on the contractor) attributable to delay in execution of work within the control of the contractor. If after submission of bid any taxes, levy or cess is decreased by Statute then the amount of fees payable shall accordingly be decreased.
2. **Schedule of payment** : No advance payment shall be made. Payment shall be made as per

SL No	Stages of Payment	% of contract value
1	On satisfactory completion of supply and installation of bedroom furniture	25%
2	On satisfactory completion of supply and installation of living and dining and family room furniture	35%
3	On satisfactory completion of supply and installation of office room, library, ironing room, open sit out	25%
4	On satisfactory completion of supply and installation of curtain, flooring and staircase	13%
5	On finalization of final bill	2%

Note : Statutory deductions and security Deposit (SD) shall be made from the above mentioned schedule of payment.

Signature of the Bidder:

Bidder Name and Address:

Seal (to be signed during concluding agreement)

Chairman, EWD

Certified that the Tender document as published on the web contains 46 pages.