

SHORT TENDER CALL NOTICE
Office of the Commissionerate Police, Bhubaneswar-Cuttack,
Bhubaneswar.

1. Sealed tenders are invited from the registered manufacturer/firms for purchase of **Tables , Sofa sets and Centre tables for camp arrangement** for Police Commissionerate , BSR-CTC, Bhubaneswar during the financial year 2018-2019.
2. Name of items along with detailed technical Specifications, probable requirements against each item may be seen from the website of the Odisha Police i.e. www.odishapolice.gov.in ,Police Commissionerate website i.e. www.bhubaneswarcuttackpolice.gov.in and Govt. of Odisha website i.e. www.odisha.gov.in. The quantity may vary during indent of the items depending upon budgetary allocation.
3. Date of Issue of Tender documents from dtd. **11.12.2018 at 10.00 AM to dt. 31.12.2018 up to 5.00 PM.**
4. Last date for receipt of sealed Tender on **dtd. 01.01.2019 up to 5.00 PM.**
5. Date for opening of sealed Tenders / Technical Bids on **dtd. 02.01.2019 at 4.30 PM** in the Office of the **Dy. Commissioner of Police (Hdqrs.), Bhubaneswar-Cuttack, Bidyut Marg, Bhubaneswar-751001, Tel No.-0674-2530035 / Fax No. 0674-2530001.**

Dy. Commissioner of Police (Hdqrs.),
Bhubaneswar-Cuttack
(Tender Calling Authority)

SHORT TENDER CALL NOTICE

Office of the Commissionerate Police, Bhubaneswar-Cuttack, Bhubaneswar
Tender call Notice No.
Tender Document No.I

1. Sealed tenders are invited from the registered manufacturer/firms for purchase of **Tables , Sofa sets and Centre tables for camp arrangement** FOR POLICE COMMISSIONERATE, BBSR-CTC, BHUBANESWAR during the financial Year 2018-2019.

(List separately enclosed as Annexure-A).

EQUIPMENT FOR POLICE:

Sl . No	Name of the item	Aprox. Quantity	EMD in Rs
1.	Table for camp arrangement	20 nos.	10,000/-
2.	Sofa sets for camp arrangement	07 nos.	06,000
3.	Centre table for camp arrangement	7 nos.	1500/-

2. This tender is available on the Web site of the Odisha Police i.e. www.odishapolice.gov.in ,Police Commissionerate website i.e. www.bhubaneswarcuttackpolice.gov.in and Govt. of Odisha website i.e. www.odisha.gov.in.
3. The quantity may vary during indent of the items depending upon budgetary allocation.
4. The Tender Document may be obtained.
- a. On payment of Rs.525/- (Rupees Five Hundred twenty Five) only between 10 AM to 5 PM on each working day from the office of the undersigned at the address given below.
- b. By sending a self stamped (Rs.80/-) envelope of size not less than 35 cm x 25 cm along with a Demand Draft A/c payee of Rs.525/- (Rupees Five Hundred Twenty Five) only payable at S.B.I. Treasury Branch, Bhubaneswar drawn in favour of DDO-I, Police Commissionerate, BBSR-CTC, BBSR.
5. By downloading from Odisha Police i.e. www.odishapolice.gov.in ,Police Commissionerate website i.e. www.bhubaneswarcuttackpolice.gov.in and Govt. of Odisha website i.e. www.odisha.gov.in.
6. The Tender documents shall be submitted in the office of the undersigned duly signed by the authorized signatory on each page and duly authenticated with seal in token of having read, understood and accepted the terms and condition of the contract. However in case of downloaded tender documents, a A./C payee Demand Draft of Rs.525/- (Rupees Five Hundred Twenty five) only payable at S.B.I. Treasury Branch, Bhubaneswar drawn in favour of DDO-I, Police Commissionerate, BBSR-CTC, Bhubaneswar towards cost of Tender Document shall be enclosed. Bids submitted otherwise than in the manner prescribed in the Tender Document shall be rejected.
7. Tender calling authority has the right to accept or reject the Tender(s) without assigning any reason thereof.

8. This tender shall remain valid for 1 year from the date of execution of agreement with successful bidder for any of the listed items by the purchase committee or till the next tender floated by the indenter for same item whichever is earlier.
9. Date of Issue of Tender documents on dtd. **11.12.2018 at 10.00AM.**
10. Last date of Issue of Tender document on dtd. **31.12.2018 up to 5.00 PM.**
11. Last date for receipt of sealed Tender on **dtd. 01.01.2019 up to 5.00 PM.**
12. Date for opening of sealed Tenders / Technical Bids on dtd. **02.01.2019 at 4.30 PM** in the Office of **Dy. Commissioner of Police (Hdqrs.), Bhubaneswar-Cuttack, Bidyut Marg, Bhubaneswar-751001, Tel No.-0674-2530035 / Fax No. 0674-253001.**
13. The concerned bidders are required to depute their representatives to remain present during opening of the received Tenders / Technical Bids on **02.01.2019 at 4.30 PM** in the Office of the **Dy. Commissioner of Police (Hdqrs.), Bhubaneswar-Cuttack, Bidyut Marg, Bhubaneswar-751001, Tel No.-0674-2530035 / Fax No. 0674-253001.**
5. The Tenders received after the stipulated date and time will not be taken into consideration and liable for rejection.
6. All disputes which may arise relating to tender are subject to judicial jurisdiction of the competent Court at Bhubaneswar only.
7. It is to certify that this tender document **contains 23 pages.**

**Dy. Commissioner of Police (Hdqrs.),
Bhubaneswar-Cuttack
(Tender Calling Authority)**

ANNEXURE-A**APPROX. REQUIREMENT OF ITEMS TO BE PURCHASED DURING THE C.F.Y YEAR 2018-19.**

EQUIPMENT FOR POLICE:

Sl. No	Name of the item	Aprox. Quantity
1.	Table for camp arrangement	20 nos.
2.	Sofa sets for camp arrangement	07 nos.
3.	Centre table for camp arrangement	7 nos.

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Tender Call Notice No.
Tender Document No. II
GENERAL CONDITIONS OF THE CONTRACT

1. The bidder/Supplier shall essentially be an registered Manufacturer /firm with DIC/Directorate of Export Promotion & Marketing, Department of Industries, Govt. Of Orissa/NSIC and running business in the Tendered item with good business track record. The bidder in proof of he being an OEM/Authorised Agent Authorised dealer shall submit authenticated documentary evidence in this regard. The proof submitted earlier in some other context shall not be treated as valid and sufficient.
2. The tenders (also called bids), not submitted in prescribed format or in the prescribed manner, shall be rejected by the Tender Committee at the risk and responsibility of the bidder.
3. All the information as called for in the tender document should be submitted truly clearly, legibly, transparently, unambiguously and without the use of abbreviations. It shall be submitted in English.
4. All the crucial figures, like rates and amount should be written in figures followed by words in a bracket.
5. There shall be no over-writing in the tender document and other papers submitted. All the additions, alterations, deletions and cuttings should be initialled with rubber stamp (or seal) by the same person, who signs the tender document failing so, the tender may be rejected.
6. All the rates and amounts shall be quoted in Indian Rupees (INR) and shall be presumed to be in Indian Rupees unless specifically permitted to be quoted otherwise in this tender document. However an OEM located outside the country may quote its price in the Currency of the country to which he belongs but the same shall be converted to INR at the exchange rate prevailing on the date of opening of Tender and the same will be binding on both parties.
7. The rates quoted shall be valid for a period of one year counted from the last date of receipt of the bids or submission of tenders.
8. Each page of this tender document should be signed by the bidder with seal in token of having read, understood and accepted the terms and conditions of this contract.
9. For the Companies and Corporations making the bids, the tender document shall be signed by the Managing Director. If it is otherwise, the authority to sign the tender paper on behalf of the Company/ Corporation shall be enclosed. In case of partnership Firm, it shall be signed by the active Partner. In case of a proprietary Firm, the tender document shall be signed by the Proprietor.
10. "Legal Status" of a bidder shall mean either proprietorship or partnership or private/ public limited company or otherwise (to be specified), as the case may be.
11. All the documents and papers submitted with the bid should be either in English or in Odia and shall be authenticated under the seal and signature of the bidder unless specified otherwise in the tender document.
12. All the promotional and technical literature of the products intended to be supplied should be submitted for proper appreciation of the bid, whether or not; specifically called for in this tender document. This literature should also be in English or Odia.
13. Submission of more than one competitive bid by the same firm in response to the tender call notice is prohibited. All Such bids except one received first will be cancelled at the discretion of the authority calling the bids. A bidder may however, offer in his bid more than one product of the same Original Equipment Manufacturer (OEM), if in his opinion all such products meet the prescribed technical specifications. In that case, he should submit "technical bids" of all such products separately but in the same prescribed format, in the same sealed single cover. Separate "financial bids" should also be submitted similarly in the same sealed single cover (see below for the meaning of sealed cover).
14. The bidder may use separate piece of paper, where the space provided in the formats in this tender document for submission of information, is not sufficient. The information in the separate sheet of paper shall be in prescribed format and its page should be serially numbered and duly authenticated.
15. All the information submitted or supplied in the formats of this tender document shall be presumed to be true to the best of the knowledge of the bidder.
16. No firm/Company without valid GST Registration number and PAN shall be eligible for submitting bids. Firms blacklisted shall also not be eligible for participating in the bid.

17. Copies of Valid Registration Certificates issued by competent Authorities under GST Acts and Copy of PAN shall be enclosed to the Tender document. In no case other certificates issued by authorities in lieu of such certificates shall be accepted.
18. Copies of income Tax return, Audited Balance Sheets, P/L a/c and Trading a/c of, previous year along with up to date copies of GST return failing copies need also be enclosed to the Tender document.
19. At the time of opening of Tender/Financial bid the bidder will have to satisfy the competent authority that he is not only authorised as per his Registration Certificates to deal in the tendered item but he has also a running business in such items and he has the ability to supply the tendered quantity in prescribed time limit and to meet the warrantee conditions of the product.
20. The bid security (EMD) shall either be in the form of Demand Draft/ FDR / Banker's Cheque of a Scheduled Bank payable at Cuttack or by pledging of NSC/FDR/Postal Savings Pass Book, all in favour of DDO-I, Police Commissionerate, BBSR-CTC, Bhubaneswar. EMD shall be returned immediately after the rejection of a bid. The DD/FDR/ Banker's Cheque etc. shall be returned in original with or without reverse endorsement as required for the refund. EMD of the successful bidders shall be retained till the supplies are successfully delivered as per order or adjusted against "Performance Security" (defined on condition No.10 of Special Conditions of the Contract) as per conditions of performance security agreement.
21. **This tender document has prescribed a two-bid format for submitting the offers. It contains the "Technical" (Tender document No.V) and "Financial" (Tender document No.VI) bid formats. Both the bids shall be submitted in separate sealed covers identified as "Technical" or "Financial" bid after detaching their formats from this tender document. Both the sealed covers, the remaining part of this tender document including General Conditions of the Contract (Tender Document No.II), Special Conditions of Contract (Tender Document No.III), General Bid (Tender Document No.IV) and all Annexure A, B, C and E and all other papers/ documents should be put inside a bigger sealed cover and shall be delivered as per conditions published in the tender call notice. All the sealed cover shall have boldly written with the name of supplier/bidder, the tender call notice number and the last date for submission.**
22. No document as required and mentioned in the General/ Special conditions of contract shall be enclosed to the technical bid/ Financial bid documents unless otherwise specifically mentioned there in. All required documents shall be enclosed to the General bid proforma duly authenticated and serially numbered and page marked.
23. The tenders or the bids can be sent by Regd. with AD post or courier as well. However, the authorities shall not be responsible for the postal and other delays in receipt of bids.
24. If the last date for receipt of the tender/bid turns out to be a holiday, it will automatically be extended to next working day.
25. The tender calling authority shall make arrangements in his office for issuing a written acknowledgement, under proper seal and signature, of the filled in tenders, provided those are submitted on or before the due date. The acknowledgement shall be issued even if the Tenders are dropped in a sealed box. The acknowledgement receipt shall mention, among others, the tender call notice number.
26. A bid submitted cannot be withdrawn. The bidder or his authorized representative (one person only) will be allowed to be present at the time of opening of tenders. They will not participate in the discussions. Clarifications sought, if any may be provided by them.
27. All or any of the tenders (or bids) submitted can be rejected without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damage suffered by the bidders on account of such rejections.

28. The Tenders/bids received in the prescribed time shall be opened by the tender committee at the prescribed date time and place. Any bid found incorrect or incomplete in any manner would be summarily rejected by the said committee.
29. The "Technical" bids shall be opened and scrutinized by the Technical Committee, only in respect of the bidders who have been found to fulfil all the prescribed criteria and conditions of this tender document other than technical specifications of the products. Only branded products shall be accepted unless otherwise mentioned in special conditions of the contract.
30. All the products, failing to fulfil the prescribed technical specifications, shall be rejected. Decision of the Technical Committee in this respect shall be final and binding.
31. The bidder shall have to submit in separate paper mentioning complied or not complied against each column of the technical specification given in the tender document.
32. Notwithstanding an offered product meeting the prescribed technical specifications, it may be rejected, if it has not been tried and tested or used in Odisha Police with satisfaction. It may also be rejected if the bidder fails to successfully demonstrate its product before the Technical Committee.
33. "Financial bids" shall be opened only in those cases, where all the offered products have fulfilled the prescribed technical specifications. All financial documents like Registration Certificate issued under GST, and IT Acts, GST return filing copies , IT returns, Audited Balance sheet, Trading a/c and P/L a/c shall be verified before the opening of financial bids.
34. All the prices quoted shall be F.O.R. destination Bhubaneswar which means that prices shall include the cost of delivery at destination if nothing otherwise is mentioned in the Special condition of contract.
35. The Purchase Committee shall discuss and deliberate on the past performance, experience, production capacity, financial strength etc. of the bidders/suppliers as recommended by the Technical Committee, besides the rates quoted by them and select the L-1 bid in most transparent manner, taking into consideration the relevant provisions of OGFR and Circulars and notifications issued by the Government of Odisha from time to time, so as to ensure that the purchases are effected in most prudent and economical manner, without compromising the prescribed quality, from the most eligible bidder.
36. Financial negotiations with firms other than the lowest bidder shall not be held without obtaining the prior approval of Government.
37. The order for supply may be placed on the successful bidders but the technical specifications (or quality requirements) for the purpose of supply shall be those, which were offered and accepted by the Technical Committee and not those specified in the tender document.
38. The authorities are not bound to accept the lowest financial bid.
39. On delivery, the supplies or products shall be inspected to verify the quantity and to see whether those are in accordance with the technical specifications (or quality requirements) for which the order was placed. If it turns out to be otherwise, the acceptance of delivery shall be refused at the risk and responsibility of the supplier. Further the articles found damaged shall not be counted as accepted until repaired or replaced to the satisfaction of the authorities.
40. Short/ Part deliveries may not be accepted. All the items ordered must be supplied in full, for claiming even the part payment.
41. All the transit risk shall be the responsibility of the supplier.
42. (a) No Way Bill, C/D Forms will be supplied by the indenter to the suppliers of outside Odisha for supply of the goods.
43. User manuals of the product shall be supplied without being asked for and without being mentioned in the supply order. Moreover, it should be in English.
44. Failure to supply the indent in full within the stipulated period as mentioned in the supply order may lead to forfeiture of EMD / Performance Security and blacklisting of the suppliers. If at all the delivery is

allowed to be accepted after the due date, Liquidated Damages(LD) @ 0.5% of the total amount of order (excluding taxes) per week or part thereof shall be charged, however that the L.D. shall not exceed 5% of the amount of order.

45. The supplier shall submit an undertaking given by him or the OEM committing to supply spare parts for the maintenance of the supplies for a period of at least 10 years from the date of delivery.
46. The supplier shall give a "Performance Warranty" for a minimum period as mentioned at Sl.11 in the Special Conditions of Contract. The "Performance Security" may be forfeited partly or fully for failure to fulfil the terms and conditions of supply and post sales commitments/ obligations. (Performance Security has been defined on condition No.11 of Special Conditions of the Contract.)
47. All the clarifications sought from the bidders/ suppliers on technical specifications of the products or otherwise shall be promptly submitted in a transparent and unambiguous manner.
48. Terms & Conditions of the tender documents can't be negotiated for variation without obtaining prior approval of Govt.
49. Entire tender document, duly filled in, shall be treated as part of the contract agreement for supplies in case of the successful bidders and shall be submitted in original.
50. All the disputes shall be subjected to the jurisdiction of civil Courts situated at Bhubaneswar.
51. The bidders shall submit all required documents along with tender. Under no circumstances, a bidder would be allowed to make any addition / alternation in any documents related to tender or to submit required documents after receipt of tender by the tender calling authority.
52. Any objection / suggestion/ complaint by any bidder with regard to tender shall be intimated in writing to the tender calling authority. The Chairman /Members of Technical /Purchase Committee would not entertain any correspondence /discussion in the above matter.

Seal & Signature of the bidder.

**Dy. Commissioner of Police (Hdqrs.),
Bhubaneswar-Cuttack
(Tender Calling Authority)**

SPECIAL CONDITIONS OF THE CONTRACT

Tender Call Notice No.
Tender Document No. III

1. The Special Conditions given here shall prevail over the General Conditions.
2. **Bid Security (E.M.D.):** The tender document shall accompany with an Earnest Money Deposit (EMD) at the rate noted under col-4 in Sl.No.3 below without which the tender shall be rejected. The Earnest Money Deposit should be made available in the form of DD/FDR/Banker's Cheque / NSC / Postal Savings Pass Book in a separate envelop along with the sealed covers of "Technical" and "Financial" bids. However, the MSEs of Odisha registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC and NSIC shall pay 25% of the prescribed security deposit for participating in the tender.
3. **QUANTITY:** Sealed bids in this tender document have been invited for the supply of the items listed below. The approximate quantity required has been mentioned against each. Detailed technical specifications of each item are available in the Annexure to "Special Conditions of the Contract" identified against each.

Sl. No	Name of the item	Aprox. Quantity	EMD in Rs
1.	Table for camp arrangement	20 nos.	10,000/-
2.	Sofa sets for camp arrangement	07 nos.	06,000/-
3.	Centre table for camp arrangement	7 nos.	1500/-

4. The quantities mentioned above are subject to variations. The rates quoted by the firms shall continue to be valid even if the quantities of items mentioned above are varied. Further the bidder (s) should certify that the rates quoted by it for any item (s) listed above shall remain valid subject to variation in any Govt. Tax Structure on the same (i.e the base price of the item quoted shall remain valid irrespective of variation in the tax structure) for a period of one year from date of finalisation of rate by the Purchase Committee.
5. The items above do not necessarily consist of a single piece of equipment. It may be composition of inter-connected or inter-related appliances. Bidding is not permitted for the components obtained by splitting an item. Bidding is also not permitted for a part of the quantity of an item indicated above.
6. If any equipment/item consists of different components , the bidder shall have to quote price for each component separately in the financial bid in the prescribed format enclosed in the tender documents including installation charges, if any.
7. The bidder shall submit along with this tender document a list of names, complete addresses. Telephone/FAX numbers of the customers to whom, the items, for which the bid has been submitted, have been supplied and installed in last three years, if any. A clear unambiguous statement shall be made if an item has not been sold anywhere in India so far.
8. The supplies shall be delivered to the authorities at the place indicated below.

All items	Name of the Authority & his address	Quantity
	Dy. Commissioner of Police (Hdqrs.), Bhubaneswar-Cuttack, Bidyut Marg, Bhubaneswar-751001. Tel No. 0674-2530035/ Fax No. 0674-2530001	As per supply order

9. The working of the equipment shall be demonstrated successfully and expenses incurred on demonstration shall be borne by the supplier.
10. The supplier shall organise training to acquaint the employees of the Organisation regarding operation of the equipment at their own cost.
11. **Performance Security:** The successful bidder shall have to enter into an agreement with the Tender Calling Authority for successful completion of supply / installation of the tendered items after proper inspection within stipulated period and also for performance warrantee of the items from the date of supply / installation up to a period of **03 (three)** years. In this regard the bidder has to furnish the security deposit to be called "Performance Security" at the rate of 5% of the total amount of the order excluding all taxes in the form of NSC / Post Office Savings Bank A/c / FDR from any nationalised bank duly pledged in favour of Tender Calling Authority.
12. Notwithstanding anything contained in the General Conditions of contract a new/ fresh brand of product/ equipment not tried, tested and used in Odisha Police may be accepted subject to meeting the prescribed technical specification and approval of Technical Committee.
13. All the supplies made shall be subject to a minimum period of warrantee of (3) year(s).
14. The supplier shall repair or replace at his cost any component of the supplies that may go out of order during the warranty period. The repair and replacement shall as far as possible be carried out within the premises, where the equipment has been installed. If, however, it is necessary to take the equipments to the workshop of the supplier, it must be repaired and re-installed successfully in its premises within 48 hours counted from the time service call is placed. Failing so, replacement equipment in working condition shall be supplied till return of the equipment.
15. If an equipment or supply goes out of order within the warranty period and the supplier is informed about it, it must be attended to within 48 hours counted from the time service call is placed.
16. Pre-delivery inspection: Required as detailed in Technical specification.
17. **PAYMENT:** No advance payment shall be made. 100% of the payment will be made on delivery of supplies, successful installation, demonstration and inspection by the inspecting committee of CP, Hdqrs subject to clause 11 and 16 above. TDS shall be deducted as per GST and IT Act.
18. **DEMONSTRATION:** The firms will be required to demonstrate the quoted model for inspection / consideration by the Technical Committee during its meeting.

Whoever does not demonstrate involving the equipments of the quoted

- model as per our above directions, their tender shall be rejected.**
19. Bidder intending to participate in the tender is required to submit up to date GST return filing copies
 20. The selected Tenderers will have to enter into an agreement with the tender calling Authority. The agreement bond duly filled in indicating the amount of “performance Security “ at the required rate as mentioned above and signed by the tenderer with the attestation and common seal affixed with special adhesive stamp **(Non-judicial) not less than worth of 10/- (Rupees Ten) only should be submitted within 15 days on receipt of information from State Police Hqrs, Odisha , Cuttack. The first page of the tender Agreement should be written on non-judicial stamp paper of Rs. 10/- if stamp paper of Rs. 10/- denomination is not available , a no. of small denomination may be used in that place.**
 21. The bidder for purchase of **Tables , Sofa sets and Centre tables for camp arrangement** for Police Commissionerate, Bhubaneswar-Cuttack will give the warranty of all equipment / accessories for three years.
 22. Purchase of **Tables , Sofa sets and Centre tables for camp arrangement** for Police Commissionerate, Bhubaneswar-Cuttack shall be conforming to the technical specifications as per Annexure B.

**Dy. Commissioner of Police (Hdqrs.),
Bhubaneswar-Cuttack
(Tender Calling Authority)**

Signature & Seal of the bidder

ANNEXURE-B

1. Technical specification of Table for camp arrangement

Sl.no.	Description	Specification

1.	Work surface	Top thickness 31 mm thick ± 1.5 mm tolerance (18 mm + 12 mm MDF board as per IS 12406 + Natural veneer on top surface and balancing laminate on bottom surface) Chamber edges & Veneer portion of work surface in finished in PU matt paint.
2.	Work surface (membrane)	Top thickness 30mm Thick ± 1.5 mm tolerance (18mm +12mm MDF board As per IS 12406+ 0.4 MM Membrane foil and balancing laminate on bottom surface.
3.	Work surface (Laminate)	Top thickness 31 mm Thick ± 1.5 mm tolerance (18mm+12mm MDF board As per IS 12406+ 0.6 MM post laminate on Top surface and balancing laminate on bottom surface) with PVC banding on straight top side edge and specially designed T-Beading fixed side edge for sleek look.
4.	LEGS	Made from 1.6 mm Matt Silver Anodized Aluminium Extrusion, Leg Assembled together with a plastic holder at bottom and 5 mm HR steel (IS:2062) which is powder coated (DFT 40-60 Microns). The plastic flide holder is having provision for wire entry and glide fixing. The wire carrying is facilitated through the hollow space between two leg extrusions and the wires are concealed between removable rigid PVC extrusion in the leg.
5.	VEIL & Cross Members	Made from 18mm Thick PLT ± 1 mm tolerance as per IS-12823 and PVC edge banding on all the sides.
6.	Access Flap & Switch mounting Tray	Made from matt silver anodized Aluminium extrusion and plastic moulded components to facilitate access of Electrical/Data/Voice sockets access from top. powder coated (DFT 40-60- Microns) switch mounting tray made from 0.8 to 1.2 mm CR Steel IS-513. Switches to be mounted on tray as per requirement. Provision for mounting 8-module Anchor Roma switch plate on switch -mounting tray.
7.	Warranty	3 years

2. Technical specification of Sofa sets for camp arrangement

Sl.no.	Description	Specification
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1.	Sofa sets for camp arrangement	The sofa should be contemporary in style. Made in an option of camel brown leatherette, this sofa is sleek and comfortable. The sleek frame is finished in a rich brown polish with split panel seating. The back and seat has medium to firm cushioning for better posture. Pair it with the 1 and 3 seater for the complete set (single seater 2 numbers and 3seater 1 number-3 sets) and 3 seater and 2 seater pairing -6 sets.
2.	Frame	Made out of solid rubber wood
3.	Diameters	Width-175 cm or more
		Height-65 cm or more
		Depth-72 cm or more
		Weight-36.15 kg or more
		Seat Height-44 cm or more
4.	Load capacity	350 kg or more for 3 seater sofa and 100 kg or more for 1 seater sofa
5.	Filing material	High-density foam
6.	Colour	Brown
7.	Certificate	Green guard, ISO, 9001,14001 and BIFMA
8	Warranty	3 years

Technical specification of centre table for camp arrangement.

Sl.no.	Description	Specification
1.	Centre Table for camp arrangement	Made out of solid rubber wood Tempered glass
2.	Size	Width- 100 cm or more

		Depth- 60 cm or more Height- 42 or more
3.	Clour	Walnut /Rose wood
4.	Leg	four
5.	Warranty	3 years

GENERAL BID FORM
Tender Call Notice No.
Tender Document No. IV

1. Name
Full Address.

Fax No.

Telephone No.

E-mail of the firm.

2. Legal status of the firm.
3. Items for which you have submitted the bid.
4. Which of the items above you are the Original Equipment Manufacturer (OEM)
5. Give the location and Address of your factory.
6. For the items listed at (3) above and where You have submitted the bid but you are not The OEM, indicate against each of the names Of the OEM.
7. Kindly confirm by writing ' Yes ' or ' No ' only that you have been authorized by the respective OEMs either as dealer or as sale, supply and Servicing agent in respect of the items you are not the OEM.
8. Which of the items, you have submitted the Bids for, will be fully or substantially imported, Indicate the country to be imported from.

9. Have you enclosed the EMD? If yes, mention the amount and it's in identifying details.

10. Have you enclosed all the documents and Papers called for in this tender document?
As per **Annexure-C** (please enclose the documents serially as per above Annexure).

11. If the answer to (10) above is No
Which of the documents / papers called for in the tender document have not been enclosed.
(Kindly enclose a list of such documents/papers)
(Use a separate sheet of paper if necessary)

12. Do you have a Post Sales –Servicing Centre in Odisha?
If yes, give its Name Full Address, Fax and Tel. Nos.

Seal and Signature of the Bidder.

**Dy. Commissioner of Police (Hdqrs.),
Bhubaneswar-Cuttack
(Tender Calling Authority)**

**Check List of documents to be enclosed to General bid Form
(Reference Sl. 23 of General Conditions of contract)**

SL no.	Reference SL. of General conditions of contract	Nature and Type of document	Whether enclosed (with page reference)	
			Yes	No
1	2	3	4	
			Yes	No
I	1	Proof of OEM (i.e. Certificate issued by Industries department Central excise authorities, Registrar of companies)/Authorised Agent of OEM / Authorised dealer of OEM (i.e. Certificate issued by the OEM)		
II	12	Promotional and Technical literature relating to the items tendered		
III	17	Valid Registration certificate issued under GST and Income Tax Acts by competent Authorities		
IV	18	IT Returns, Annual GST Returns, Balance Sheet, P/L a/c and trading a/c (All document mentioned above must relate to the previous year i.e.2017-2018 and up to November 2018) and PAN Card.		
V	20	EMD of Rs 10,000, 06,000 and 1500/- respectively in shape of BD/BC/NSC/FDR/Postal savings Pass Book		
VI	21	Technical bid (i.e. Tender Document No.V) & Financial bid (i.e. Tender Document No.VI) should be separately sealed in two covers and over them it should be clearly mentioned as Technical / Financial Bid with name of the firm and Signature of the Bidder.		
VII	35	Proof of past performance regarding supply of Tendered item to Government organisation/PSUs i.e. copies of supply order/sale invoice (as per Annexure-"D" in line with special condition of Contract Sl. No.7)		
VIII	45	Undertaking to supply spare parts for maintenance of items for 10 years if selected for supplying the tendered item.		

Signature & Seal of the bidder

ANNEXURE-D**Checklist of documents to be submitted with General Bid form
(as per special Conditions of Contract)**

SL No.	Reference SL of Special condition of contract	Nature and Type of document	Whether enclosed	
1	2	3	4	
1	6	List of names, complete address, Telephone numbers of customers to whom the tendered item had been supplied during last 3 years	Yes	No

Signature and Seal of Bidder

TECHNICAL BID FORMAT
Tender Call Notice No.
Tender Document No. V

Table for camp arrangement

Sl.no.	Description	Specification	Whether offered product fulfils the detailed technical specifications, kindly answer. Yes or No only	Offered specifications and details of deviations if any.(separate paper indicating details in case of major deviations to be attached)
	Please Mention Make & Model			
1.	Work surface	Top thickness 31 mm thick \pm 1.5 mm tolerance (18 mm + 12 mm MDF board as per IS 12406 + Natural veneer on top surface and balancing laminate on bottom surface) Chamber edges & Veneer portion of work surface in finished in PU matt paint.		
2.	Work surface (membrane)	Top thickness 30mm Thick \pm 1.5 mm tolerance (18mm +12mm MDF board As per IS 12406+ 0.4 MM Membrane foil and balancing laminate on bottom surface.		
3.	Work surface (Laminate)	Top thickness 31 mm Thick \pm 1.5mm tolerance (18mm+12mm MDF board As per IS 12406+ 0.6 MM post laminate on Top surface and balancing laminate on bottom surface) with PVC banding on straight top side edge and specially designed T-Beading fixed side edge for sleek look.		
4.	LEGS	Made from 1.6 mm Matt Silver Anodized Aluminium Extrusion, Leg Assembled together with a plastic holder at bottom		

		and 5 mm HR steel (IS:2062) which is powder coated (DFT 40-60 Microns). The plastic flide holder is having provision for wire entry and glide fixing. The wire carrying is facilitated through the hollow space between two leg extrusions and the wires are concealed between removable rigid PVC extrusion in the leg.		
5.	VEIL & Cross Members	Made from 18mm Thick PLT \pm 1 mm tolerance as per IS-12823 and PVC edge banding on all the sides.		
6.	Access Flap & Switch mounting Tray	Made from matt silver anodized Aluminium extrusion and plastic moulded components to facilitate access of Electrical/Data/Voice sockets access from top. powder coated (DFT 40-60-Microns) switch mounting tray made from 0.8 to 1.2 mm CR Steel IS-513. Switches to be mounted on tray as per requirement. Provision for mounting 8-module Anchor Roma switch plate on switch -mounting tray.		
7.	Warranty	3 years		

Sofa sets for camp arrangement

1.	Sofa sets for camp arrangement	The sofa should be contemporary in style. Made in an option of camel brown leatherette, this sofa is sleek and comfortable. The sleek frame is finished in a rich brown polish with split panel seating. The back and seat has medium to firm cushioning for better posture. Pair it with the 1 and 3 seater for the complete set (single seater 2 numbers and 3seater 1		
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		number-3 sets) and 3 seater and 2 seater pairing -6 sets.		
2.	Frame	Made out of solid rubber wood		
3.	Diameters	Width-175 cm or more		
		Height-65 cm or more		
		Depth-72 cm or more		
		Weight-36.15 kg or more		
		Seat Height-44 cm or more		
4.	Load capacity	350 kg or more for 3 seater sofa and 100 kg or more for 1 seater sofa		
5.	Filing material	High-density foam		
6.	Colour	Brown		
7.	Certificate	Green guard, ISO, 9001,14001 and BIFMA		
8	Warranty	3 years		
Centre table for camp arrangement				
1.	Centre Table for camp arrangement	Made out of solid rubber wood Tempered glass		
2.	Size	Width- 100 cm or more Depth- 60 cm or more Height- 42 or more		
3.	Clour	Walnut /Rose wood		
4.	Leg	four		
5.	Warranty	3 years		

FINANCIAL BID FORMAT
(Table for camp arrangement)

Tender Call Notice No.
Tender Document No.-VI

PART-I

1. Name and address of the Bidder.
2. whether a manufacturer / Authorized Agent / Authorised dealer
3. States in which Business run.
4. State from which material would be delivered if found successful in the bid.
5. IGST/CGST/SGST Registration Number.
7. PAN :-
8. Annual Turnover of Previous Financial year.
9. Whether the above Registration Certificates are valid / suspended / cancelled at the time of filing tender.
10. Whether up to date returns under all Acts filed?

Part-II

Sl. No.	Make & Model of the Table and Brand Name	Unit Price in Rs	CGST	SGST	IGST	Total unit Price in Rs	Total Price	Gross

Total Rupees in words

Signature of the Bidder

Dy. Commissioner of Police, (Hdqs),
Bhubaneswar - Cuttack.

FINANCIAL BID FORMAT
(Sofa sets for camp arrangement)
Tender Call Notice No.
Tender Document No.-VI

PART-I

1. Name and address of the Bidder.
2. whether a manufacturer / Authorized Agent / Authorised dealer
3. States in which Business run.

4. State from which material would be delivered if found successful in the bid.
5. IGST/CGST/SGST Registration Number.
6. PAN :-
7. Annual Turnover of Previous Financial year.
8. Whether the above Registration Certificates are valid / suspended / cancelled at the time of filing tender.
9. Whether up to date returns under all Acts filed?

Part-II

Sl. No.	Make & Model of the Table and Brand Name	Unit Price in Rs	CGST	SGST	IGST	Total unit Price in Rs	Total Gross Price

Total Rupees in words

Signature of the Bidder

Dy. Commissioner of Police, (Hdqrs),
Bhubaneswar - Cuttack.

FINANCIAL BID FORMAT
(Centre table for camp arrangement)
Tender Call Notice No.
Tender Document No.-VI

PART-I

1. Name and address of the Bidder.
2. whether a manufacturer / Authorized Agent / Authorised dealer
3. States in which Business run.
4. State from which material would be delivered if found successful in the bid.

5. IGST/CGST/SGST Registration Number.
6. PAN :-
7. Annual Turnover of Previous Financial year.
8. Whether the above Registration Certificates are valid / suspended / cancelled at the time of filing tender.
9. Whether up to date returns under all Acts filed?

Part-II

Sl. No.	Make & Model of the Table and Brand Name	Unit Price in Rs	CGST	SGST	IGST	Total unit Price in Rs	Total Gross Price

Total Rupees in words

Signature of the Bidder

Dy. Commissioner of Police, (Hdqrs),
Bhubaneswar - Cuttack.