



INDIAN INSTITUTE OF MANAGEMENT, LUCKNOW

Prabandh Nagar, IIM Road, Lucknow – 226013 U.P. (India)

Tel. 0522-6696917, Fax: 0522 2734025

Website: www.iiml.ac.in

E-Tender Notice

IIM LUCKNOW invites tender from reputed Manufacturers/Distributors/Dealers for the supply of (Orthomatic) Mattress, Pillow and Sentinel Mattress Protector for its Lucknow campus.

IMPORTANT DATES	
Start date for submission of tender	30 th July, 2019
Pre Bid Meeting	07 th August 2019 at 11:00 AM
Last date for submission of tender	23 rd August, 2019 upto 02:00 PM
Date and time for Opening of technical bid	28 th August 2019 , at 3:00 PM
Venue for opening of Technical and Financial bids	Indian Institute of Management, Prabandh Nagar, IIM Road, Lucknow – 226 013 (U.P.)
Date of opening of financial bids will be intimated to the eligible vendors later on.	

NIT No. – IIML/PUR/Mattress & Pillow/25/2019-20 date 26/07/2019. E-tenders are invited for supply of (Orthomatic) Mattress, Sentinel Mattress Protector & Pillows for Indian Institute of Management, Lucknow. A free view NIT is available on Govt. E-Procurement portal, i.e., <https://eprocure.gov.in>. and on Institute website. Interested Manufacturer /Distributor/ Dealer/ Vendors are requested to sign-in (new user sign-in only with DSC) online to obtain user-ID and password using Digital Signature. The tender document comprises of the technical and financial bid may be downloaded on acceptance of terms and conditions. The bid duly filled in should be uploaded on Govt. eProcurement Portal, i.e. <http://eprocure.gov.in> using Digital Signature before the last date and time of submission as mentioned above. The credentials as listed below shall be uploaded online.

IMPORTANT INSTRUCTIONS FOR BIDDERS

1. Indian Institute of Management, Lucknow, an autonomous body setup by the Ministry of Human Resources Development, Government of India, invites offers in prescribed BOQ from reputed vendors with the specifications in prescribed proforma.
2. The Indian Institute of Management Lucknow invites the quotations in two bids system (Technical & Financial separately) for supply of (Orthomatic) Mattresses, Sentinel Mattress Protector & Pillows.
3. The details of terms and conditions are being given at Part-A (Technical) and Part-B (Financial).
4. Indian Institute of Management Lucknow invites offers in prescribed BOQ from reputed Dealer/Distributor/Manufacturer for (Orthomatic) Mattresses, Sentinel Mattress Protector & Pillows with the specifications in enclosed proforma.
5. The technical specifications of (Orthomatic) Mattresses, Sentinel Mattress Protector & Pillows are to be complied with by the bidder, as detailed in the Financial Bid.

6. Tenderer who has downloaded the tender from the Govt. site shall not tamper/modify the tender document including downloaded price bid (BOQ) template in any manner. In case, if the same is found to be tampered/modified in any manner, the tender will be completely rejected and EMD would be forfeited.
7. **Amendments to Bidding Documents:** At any time before the deadline for submission of Bids, the purchaser may, for any reason deemed fit by it, can modify the Bidding Documents by issuing suitable amendment(s) to it. Prospective bidders are advised to check the same before submission of bids.
8. All pages of the Bid should be stamped, signed, page numbered and indexed.
9. All Payment will be made electronically through NEFT/RTGS, and therefore the firm is requested to submit the bank details while raising the bill(s) (Name of firm, Name of Bank, Account Number, Name of branch and code & IFS code) and against the bill in duplicate along with delivery challan.
10. A Bidder, who does not fulfill any of the above requirements and gives evasive information/reply against any such requirement, shall be liable to be ignored and rejected.
11. It is the responsibility of Bidder to go through the Bidding Document to ensure furnishing of all required documents in addition to above.
12. All filled bids are to be uploaded on the above site on or before 12:00 Noon before the last date of submission. Manual bids shall not be accepted.
13. IIM Lucknow reserves the right to reject any/all of the offers without assigning any reasons thereof. The bidders may seek clarification with this office from Monday to Friday between 0930 hrs. and 1700 hrs.) on 0522-6696282 or 6696917.
14. The earnest money deposit of Rs. 25000/- (Rupees Twenty Five thousand only) in the form of Demand Draft drawn in favour of "Indian Institute of Management Lucknow" from any Nationalized/Scheduled Bank payable at Lucknow should be deposited. EMD in any other form will not be accepted. The scanned image of EMD to be uploaded online along with the technical document and the original one should reach to the address mentioned below latest by 02:00 PM of the last date of submission of tender.

Officer on Special Duty
Indian Institute of Management
Prabandh Nagar, IIM Road, Lucknow — 226 013 (U.P.)

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TECHNICAL BID

PART—A

Pre-Qualification Documents Required

1. The Bidding Party should be a registered company/firm (with GST IN Registration).
2. The annual turnover of the Bidding firm should be minimum 05 lakhs during each of last 02 years.
3. The Bidding Party should possess the experience of successfully handling the supply of (Orthomatic) Mattresses, Sentinel Mattress Protector & Pillows to Educational Institutes/Training Institutes or reputed organization(s) for the last 03years. (A certificate of single contract from a client having business of at least 02 Lakh during the year should be submitted along with the bid. All certificates are to be enclosed along with the technical bid).
4. The firm has to deliver the (Orthomatic) Mattresses, Sentinel Mattress Protector & Pillows at Indian Institute of Management Lucknow campus.
5. The final decision will be taken by the Committee Members after evaluating the bids on criteria like material, price and quality.
6. **Validity of Bid:** The Bid shall remain valid for acceptance for 90 days (Ninety days) after the date of Bid opening as prescribed in the Bid Document. Any Bid valid for a shorter period shall be treated as unresponsive and rejected.
7. The bidders must sealed and signed each page of tender document and submit it with the undertaking as per tender document.

Obligation of IIM Lucknow

1. The estimated requirement of (Orthomatic) Mattresses, Sentinel Mattress Protector & Pillows are 40, 110 & 40 which may increase/decrease at the time of finalization of tender. (Orthomatic) Mattresses, Sentinel Mattress Protector & Pillows should be delivered upto stores or instructed location in IIM Lucknow Campus.
2. GST should be shown explicitly, if any. Any other tax, like entry tax, will not be paid by IIM Lucknow. However, Form 32 may be provided with every Purchase Order by IIM Lucknow.
3. Payment will be made at the earliest from the supply of items on satisfactorily report from the user section.
4. **Penalty Clause:** If the firm is unable to supply the material within the stipulated time Rs.1,000/- will be charged per day and maximum 10% of purchase order value. The defective piece/s will be returned and Rs.500/- per rejected piece would be imposed as penalty on the firm.
5. **Earnest Money & Security Deposit**
Along with the bids, the bidder has to remit an Earnest Money Deposit (EMD) of Rs. 25000/- (Rupee Twenty Five Thousand only) in the form of DD from any Nationalized Bank in favor of IIM Lucknow. Successful bidder EMD will be adjusted as security money and will be returned without any interest after successful completion of the contract.
6. **Delivery Terms:**
Delivery Time –Maximum of 45 days from the date of issue of work order or on the date mentioned in the work order.
- 9 **QUANTITY:** IIM Lucknow reserves the right to accept or reject lowest or any offers in whole or in part without assigning any reason. It would therefore be in the interest of the tenderers to clearly understand that the purchaser may accept offers for any quantity of his choice and hence, the percentage of reduction, if any in the price quoted in case of acceptance of tender in whole or part shall be clearly stated.

10. EVALUATION & AWARD OF CONTRACT – Contract shall be awarded to the firm (s) offering the lowest price for items and quality assessment for items by IIM Lucknow Internal Committee. IIM Lucknow will award the contract to the tenderer (s) whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price (Item wise). IIML reserves the right to split the contracts with one more supplier and place Orders on such firm that may be the most economical to it or suitable to its requirements

11. **PAYMENT** : All Payment will be made electronically through NEFT/RTGS and therefore the firm is requested to submit the bank details while raising the bill(s) (Name of Firm, Name of Bank, Account Number, Name of Branch and code & IFSC Code) and against the bill in duplicate along with delivery challan. Payment will be paid at the earliest from the supply of items on satisfactorily report from the user section

12.Warranty

The Supplier warrants that the Goods supplied under this Contract are new, unused, of the most recent or current models and those they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect arising from design, materials or workmanship (except when the design and/or material is required by the Purchaser's Specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

IIM Lucknow shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, within the period of 2 days (excluding journey period) and with all reasonable speed, repair or replace the defective Goods or parts thereof, free of cost at the ultimate destination. The Supplier shall take over the replaced parts/goods at the time of their replacement. No claim whatsoever made by the IIM Lucknow.

If the Supplier, having been notified, fails to remedy the major fault within 7 days, IIM Lucknow may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.

If any (Orthomatic) Mattress & pillows gives continuous trouble, during the Warranty period, the Supplier shall replace the system(s) with new system(s) without any additional cost to the Purchaser.

The supply made by the supplier shall be of best quality and workmanship and shall be in accordance with the specifications stipulated in the Purchase Order. Warranty/Gaurantee shall be as per Company norms.

13. **ARBITRATION**: Notwithstanding anything contained in the terms and conditions listed, in the event of any question, dispute or difference arising under these conditions or any condition contained in the purchase order or in connection with this contract (except as to any matters the decision of which is specially provided for by these conditions) the same may be referred to the sole arbitration of the Director, Indian Institute of Management Lucknow or some other person appointed by the Director, there will be no objection that the arbitrator is a Govt. servant, who has to deal with matters to which the contract relates or that in the course of his duties as a Government servant he has expressed views on all or any of the matters in the disputes or difference. The award of the arbitrator shall be final and binding on the parties to this contract.

14. Incidental Services

The supplier shall be required to provide any or all of the following services, including additional services, if any:

- (a) Performance or supervision of the on-site assembly and/or start-up of the supplied Goods;
- (b) Furnishing of tools required for assembly and/or maintenance of the supplied Goods;
- (c) Furnishing of detailed operations and maintenance manual for each appropriate unit of supplied Goods;
- (d) Performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
- (e) Training of the Purchaser's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance and/or repair of the supplied Goods.

Part- A
Information to be furnished by the Bidder
(NIT No. – IIML/PUR/Mattress & Pillow/25/2019-20 date 26/07/2019)

1.	Name of the Supplier/ Organization /Firm.	:	
2.	Address	:	
3.	Contact Phone number/s: Email ID	: :	
4.	Year of Establishment	:	
5.	GSTIN (attach self-attested copy)		No.
6.	PAN No. (attach self-attested copy)		No.
7.	Experience of the firm (Work orders/supply orders) in last three financial years. And a Single contract of at least Rs. 02.00 lakh during the year. (Attach Work orders/supply orders in support)	:	
8.	Yearly turnover of the firm during last 02 financial years (Year wise) (minimum 05 lacs each year). Please attach certified copies in this regard. (a) 2018 - 2019 (b) 2017 – 2018	:	

Brands quoted for:

Description	Model No. & Make
(Orthomatic) Mattress Size (in inches) : 74 (L) x 42 (H) x 5 (W) inch of Good Quality Make: Godrej Interio/Sleepwell/ Kurlon Warranty : at least 05 years	
Pillow Size : 16 x 24 inch of Good Quality Make: Godrej Interio/Sleepwell/ Kurlon Warranty : at least 02 years	
Sentinel Mattress Protector Fabric Quality 180 GSM-80% cotton and 20% polyester, Lycra fall (Knitted) 12" Fall-120 GSM Knitted type all round fitted elastic. Size : 75 x 24x 5 inches Warranty : at least 05 years	

Note:

- a) The relevant information sought in above proforma may be mentioned in short against the points. Detailed documents/certificates etc. may be enclosed).
- b) This is to certify that we have understood the provisions of tender document and all the information given by us in tender document is true to the best of my knowledge.
- c) Details shall strictly be submitted in prescribed format as per tender document.

Signature of the Applicant

(Part-B)
NOTICE INVITING TENDER FOR MATTRESS & PILLOWS
FINANCIAL BID
Bill of Quantity

Description	Offered rate Per Unit	GST Extra @%	Total Amount
(Orthomatic) Mattress Size (in inches) : 74 (L) x 42 (H) x 5 (W) inch of Good Quality Make: Godrej Interio/Sleepwell/ Kurlon Warranty : at least 05 years			
Pillow Size : 16 x 24 inch of Good Quality Make: Godrej Interio/Sleepwell/ Kurlon Warranty : at least 02 years			
Sentinel Mattress Protector Fabric Quality 180 GSM-80% cotton and 20% polyester, Lycra fall (Knitted) 12" Fall-120 GSM Knitted type all round fitted elastic. Size : 75 x 24x 5 inches Warranty : at least 05 years			
Cartage Charges: Delivery at IIM Lucknow Campus			

Note:

- The rate should be quoted per piece basis and GST should be mentioned explicitly.

Date:

Place:

Signature of the authorized
signatory of the agency/firm

Official seal/stamp

Undertaking:

I hereby certify that all the information furnished above is true to my knowledge. I have no objection to IIM Lucknow verifying any or all the information furnished in this document with the concerned authorities, if necessary. I also certify that, I have understood all the terms and conditions indicated in the tender document and hereby accept the same completely.

Date:

Signature of the authorized
signatory of the agency/firm

Place:

Official seal/stamp