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F.No.10/58/2016-NCLAT
NATIONAL COMPANY LAW APPELLATE TRIBUNAL

3rd Floor,
Pt. Deen Dayal Antyodaya Bhawan,
Lodhi Road, CGO Complex,
New Delhi-110003

Dated: 3rd December, 2018

TENDER NOTICE

The National Company Law Appellate Tribunal invites sealed quotations from authorized dealers of Godrej as well as local dealers for the supply and installation of Office Tables, Executive Chairs, Office Chairs and different sizes of Compactors in the office premises of NCLAT at Ground Floor, Block-12, CGO Complex, Lodhi Road, New Delhi, as per details given below: -

Sl. No.	Particulars/Specification of items	Qty.	Rate (each)	% of GST
1.	Providing and Placing of Office table with robust structure, good stability and a Solid Thicker look with leveling adjustment to adjust with uneven floor surface size of 1500 (L) x 750 (W) x 75 (H) Table top :- 54 mm thick dark colored table top made up of 18mm thick Pre-laminated particle board with Two batten of same thick edge look. The decorative trim to be connected in a way to form connectivity of 45 degree with gable end. Support Stiffener made up of M.S. rectangular pipe of 20X40X0.8mm thick pre-laminated particle board with two batten of same thickness fixed to it from front side providing straight as well as a consolidated thicker look to table with two colored edge profile. Modesty: Modesty panel of lighter shade made up of 18mm thick pre-laminated particle board providing stability to structure and allow sufficient leg privacy to user. (Size 1500Lx750Wx750H)	2 nos.		
2.	Providing and placing of side storage unit with three drawers and one shutter with good storage capacity usable as return storage for office storage. Carcass :- Top, Side Panel, Verticals, Bottom, Skirting Panel, Shelf of Dark shade and shutters of lighter shade are made up of 18mm thick pre-laminated particle board with proper grooving done near to back side edge of side panel and bottom for fitment of back panel made up of 9mm thick pre-laminated particle board. There should be provision for a pedestal structure (i.e. Two Book drawer and one file drawer) and one openable storage place with adjustable shelf within. Drawer:- Provision of two book drawer of size 314(L) x 400(W) x 80(H) and one file drawer of size 314(L) x 400(W) x 225(H) made up of 12mm thick pre-laminated particle board with bottom panel of 9mm thickness. The small drawers should be mounted on telescopic side with	2 nos.		

	<p>$\frac{3}{4}$ extension and Big Drawer should be mounted on Telescopic slide with full extension allowing storage of files with the help of file manager. Drawer fascia should be of lighter shade made up of 18mm thick prelaminate particle board.</p> <p>Side Unit – 900L X 460W X 750H</p>			
3.	<p>Providing and fixing of Side Storage Top. Top-made up of 25mm thick prelaminate particle board. All edges should be sealed with 2mm thick PVC edge band from Rehau. Structural support System:- Round Metal Base (Size 900Lx460Wx750H)</p>	2 nos.		
4.	<p>Supplying and fixing in position compactor single static bay push pull type of following specification: Overall dimension of SS1 – Single Static 1 Bay Push Pull type (U/C + fittings) shall be 915mm (W) x 460mm (D) x 2080mm (H) (Height with undercarriage and rails in mm: 1980+65+45=2080). The Construction shall be welded construction sheet thickness is 0.8mm for back & shelves and 0.9mm for sides & top. Finish shall be epoxy polyester powder coated thickness of 40 microns. Shelf construction shall be made from CRCA steel 0.8mm thick IS: 513. Uniformly distributed load capacity of 80 Kg. undercarriage shall have construction in welded frame made of HR sheet 3.15 mm thick conforming to IS: 10748. Finish shall be epoxy polyester powder coat of approved color & shade with a dry film thickness of minimum 40 microns. The movements of the system shall be push pull configuration (TYPE-P1/TYPE-P2); Movement of units achieved by pushing of pulling chrome plated 'C' Handle fitted onto 1.6mm thick plate (mounted on each double & single movable units) & rigidly fixed at suitable height on body side. Each movable undercarriage has 4 nos. of antifriction ball bearings for rolling onto channels & 4 no. of antifriction ball bearings for guiding between channels & 'J' section. Fittings shall be centralized locking arrangement through locking stiffener mounted onto back of single last unit so that it gets locked on channels when all the units are brought together. The recess handle lock of Godrej make & placed at suitable height. This arrangement occupies a space of 90.0 mm. When the last unit is twin movable, hinged doors are provided for the end bodies, so in this case locking stiffener is mounted onto drive unit cover; and with tile fascia option, it will be mounted in the recess of vertical trim. Each Drive type units shall have locking knob near the drive wheel for manual locking of individual units when a person is using those units. Knob shall be rotated to unlock position when units are to be moved. End stoppers shall be provided to prevent derailment. Door locking shall be having hinged doors of recessed die cast handle cum lock giving 3 way locking through a lever & shooting bolts. Guide channels shall have 'J' section 2mm thick HR & 25mm square bright bar. Fasteners shall be galvanized/blackodized/Zn plated. The label holder shall be made from 2mm thick clear transparent</p>			

	acrylic sheet. Also total no. of loading levels per understructure shall be 5 for SS1 SHOULD CONSIST OF FOLLOWING WITH FLOOR MOUNTING RAIL:- 2 Bay Single fixed (1800Lx460Wx2080H) Mechanical Handle 2 Bay Single Movable (1800Lx460Wx2080H) Mechanical Handle 2 Bay Double Movable (1830Lx920Wx2080H) Mechanical Handle	5 nos. 5 nos. 11 nos.		
5.	High Back Main Chair for Tables: Supplying & providing High Back Revolving Chair upholstery/Frame: Nylon frame in back covered with nylon net Lumbar support adjustable for extra comfort with adjustable headrest & hot pressed ply in seat covered with Polypropylene covers having moulded polyurethane foam & upholstered with fabric. Seat Size : 500mm (W) x 515 mm (D) Back Size : 500 mm (W) x 680 mm(H) Arms : Adjustable Polyurethane arm Mechanism : Tilt mechanism with single locking Height Adjustment : Gas lift Base : Nylon base with twin wheel castors	02 nos.		
6.	Mid Back Visitors Chair for Tables: Supplying & providing Mid Back Revolving Chair upholstery/Frame: Nylon frame in back covered with nylon net Lumbar support adjustable for extra comfort & hot pressed ply in seat covered with Polypropylene covers having molded polyurethane foam & upholstered with fabric. Seat Size : 500mm (W) x 515 mm (D) Back Size : 480 mm (W) x 500 mm(H) Arms : Adjustable Polyurethane arms Mechanism : Tilt mechanism with single locking Height Adjustment : Gas lift Base : Nylon base with twin wheel castors	04 nos.		
7.	Mid Back Chair for discussion table: Supplying & providing Medium Back Revolving Chair upholstery/Frame: Polypropylene frame in back covered with nylon net & hot pressed ply in seat covered with Polypropylene covers having moulded polyurethane foam & upholstered with fabric. Seat Size : 450mm (W) x 470 mm (D) Back Size : 440 mm (W) x 450 mm(H) Arms : Polypropylene arms Mechanism : Tilt mechanism Height Adjustment : Gas lift Base : Nylon base with twin wheel castors	08 nos.		

Last date & Time for Submission: 09.01.2019 at 05.00 PM

Date/Time for opening of bids: 11.01.2019 at 03.00 PM

Any inquiry regarding aforesaid items can be made by contacting Administrative Officer, Procurement Section, NCLAT, CGO Complex, Lodhi Road, New Delhi (Telephone No. 24306818).

The tender may be sent by post sufficiently early so as to reach the Registry within time, or may be delivered to the undersigned. If tender is sent through Messenger, an authority letter from the tenderer with proof of identity may also be given to the Messenger so that he could show the same along with his own identity proof to the Reception Officer at MHA Reception for issuance of Entry Pass

The tenderers are expected to examine all the instructions, terms and conditions and specifications in the tender documents. Failing to furnish all information required by the tender document in any respect will be at the tenderer's risk and may result in the rejection of the tender.

The tender must be received not later than the date & time specified for submitting the same. In case the date of submitting the tender will be declared as holiday by the Govt. of India then next working day of the Registry will be treated as due date of tender.

The prospective bidders are required to keep a watch on the website of the National Company Law Appellate Tribunal (www.nclat.nic.in) for any amendment to the tender notice or to the clarification to the queries raised by the bidder(s)

The Competent Authority reserves the right to reject the bids if they are submitted without taking into account these amendments/clarifications.

In order to allow the prospective bidders reasonable time in which to take the amendment into account in preparing the bids, the Competent Authority may at its discretion, extend the deadline for the submission of the bids.

The bids shall be submitted along with a crossed Demand Draft of a value of ₹1,00,000/- (Rupees One Lakh only) towards the Earnest Money Deposit (EMD), drawn in favour of the **"Pay & Accounts Officer, Ministry of Corporate Affairs, New Delhi"**. The bids received without EMD or bids incomplete in any manner would be summarily rejected.

The EMD of the unsuccessful bidders would be returned after the finalization of the tender process. However, in the case of the successful bidder, the EMD would be returned only after the bidder deposits necessary Performance Security with this Tribunal.

The successful bidder is required to deposit an amount equivalent to 10% of the total value of work order as Performance Security by way of Bank Guarantee of any Bank, in favour of the **"Pay & Accounts Officer, Ministry of Corporate Affairs, New Delhi"**, within seven days from the date of acceptance of the bid. The Performance Security would be refunded after a period of six months of the completion of the work.

After the acceptance of the bid, the successful bidder has to undertake the job specified in the Tender Notice under the overall supervision and guidance of the Competent Authority of this Tribunal.

The work has to commence within seven days from the date of award of the work order. The time allowed for completing the work will be 30 days from the date of commencement of the work.

Since time is the essence of the contract, the work awarded shall be completed by the bidder within the time schedule specified in the tender notice. Failure to adhere to the time schedule specified in the tender notice, the Competent Authority shall, without prejudice to its other remedies under the Contract, deduct from the contract price, as penalty, a sum

equivalent to 1% per day or part thereof until actual completion of work subject to a maximum of 10% of the contract value. Once the maximum is reached, the Competent Authority may consider termination of the Contract pursuant to Clause 9 of the Terms and Conditions annexed to the tender notice.

The tenders will be opened in the presence of the representatives of the tenderer's, if any. **Requests for postponement will not be entertained.**

The Competent Authority reserves the right to accept/ reject any or all tenders either in part or in full without assigning any reasons thereof.

The tenders shall be sent in sealed covers superscribed **"Tender for supply and installation of Office Tables, Chairs and Compactors"** by post/speed post/registered post or submitted at the Filing Section of NCLAT at 3rd Floor, B-3 Wing, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi. The tenders shall be addressed to the **"Deputy Registrar, National Company Law Appellate Tribunal, 3rd Floor, Antyodaya Bhawan, Lodhi Road, CGO Complex, New Delhi – 110003."**

The detailed terms and conditions are enclosed herewith.



(Umesh Chandra)
Deputy Registrar

TERMS AND CONDITIONS

- (1) The rates shall be quoted strictly as per the brand, models and specifications mentioned in the tender notice. The quotation of dealers duly authorized by M/s Godrej should be accompanied by valid authorization certificate from proprietor.
- (2) The rates of taxes and duties, as applicable, should be clearly indicated wherever chargeable.
- (3) The supplier will be bound to pass on benefits to the purchaser in case of reduction of MRP, CESS, TAXES including GST.
- (4) The firm should be registered with relevant authorities (Registration with service tax, PAN No. etc. Self-attested copy of registration to be enclosed.
- (5) An undertaking to the effect that the goods would be supplied within the time schedule specified in the tender notice shall be given along with the bid.
- (6) No advance payment or part payments would be made. The payments will be made only after satisfactory completion of the work. The details of the bank account including NEFT shall be provided for the purpose of processing the final bill.
- (7) The acceptance of the tender will rest with the Competent Authority, National Company Law Appellate Tribunal, does not bind itself to accept the lowest quotation and reserves the right to reject or partially accept any or all the quotations received without assigning any reason.
- (8) Tenders must be clearly written or typed. Any interpolation or over writing should be duly attested.
- (9) **Termination for Default.** The Competent Authority may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the successful bidder, terminate the Contract in whole or part:
 - (i) If the successful bidder fails to install the equipment within the period specified in the tender notice, or within any extension thereof granted by the Competent Authority; or
 - (ii) If the successful bidder fails to perform any other obligation(s) under the Contract.
 - (iii) If the successful bidder, in the judgment of the Competent Authority has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- (10) **Corrupt and fraudulent practices:** The Bidders/Suppliers/contractors under this contract shall observe the highest standard of ethics during the procurement and execution of this contract. They shall not indulge in any 'Corrupt practice' of offering, giving, receiving or soliciting anything of value to influence the action of a public official in the execution of the contract. They shall not adopt any 'Fraudulent practice' like misrepresentation of any fact(s) in order to influence the tender process or the execution of the contract to the detriment of the Department, which includes any collusive practice among the Bidders (prior to or after bid submission) so as to deprive the Department of the benefits of free and open competition.

- (11) The Competent Authority would reject a proposal for award of work if it is found that the tenderer recommended for award of the contract has engaged in corrupt or fraudulent practices in competing for the contract in question.
- (12) Dispute, if any, will be subject to jurisdiction of NCT of Delhi.



(Umesh Chandra)
Deputy Registrar