



ANDHRA PRADESH PUBLIC SERVICE COMMISSION ::
VIJAYAWADA
(APPSC)

2nd floor, New Hod's Building, Near RTO Office, Opp. Indira Gandhi
Municipal Stadium, M.G. Road, Vijayawada-520010

SHORT TENDER DOCUMENT

FOR

**Bids for Procurement of Furniture items for
APPSC**

Phone No: 0866 2527811

Mobile : 9014550834

: 9014550915

Website : <https://psc.ap.gov.in>

Last date of receiving Bids: 08th November -2019 until 4 PM
Opening Date of Bids: 08th November -2019 at 5.PM

APPSC	Andhra Pradesh Public Service Commission (APPSC), 2 nd Floor, New HODs Building, Opp-Indira Gandhi Municipal Stadium, MG Road Vijayawada-520010, Krishna Dist. Andhra Pradesh (AP).
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File Number: 536/Admn.1/2019

Dated: 01 -11-2019

LIMITED TENDER NOTICE	
	Sub: APPSC-ESTT- invites bids for Procurement of Furniture items for APPSC- as per the details given in the Abstract, Annexure and Annexure-I
Last date and time for receipt of quotations: 08 /11/2019 04:00 PM Date and Time for opening of quotations : 08/11/2019 05:00 PM	
	Bids received after the due date and time for any reason whatsoever shall not be considered for opening.
	Bid submission place— On demand — Hard copy of documents (duly sign and stamp) to be submitted to APPSC Office, Vijayawada, 2 nd Floor, NEW HOD's Building, Opp-Indira Gandhi Municipal Stadium, MG Road, Vijayawada — 520010
1.	On Demand the bidder has to submit two separate sealed covers should be submitted at above address. One cover containing technical details (Technical Bid) and another cover containing financial details (Financial Bid) . Use the same format for both. Technical bid should be submitted without any price details, EMD details should be enclosed with the technical bid only.
2.	Quotation should be valid at least for a period of 90 days from the date of opening.
3.	The financial details shall be fill-up as per format given at Annexure-I
4.	i)The bidder should submit EMD an amount of Rs.25,000/- through Online (or) In case Bank Guarantee(BG) it should valid for six months. original should be submit in APPSC Office ii) EMD will be returned to the unsuccessful bidders after finalization of the tender. iii) EMD exempted against NSIC certificate holders.
5.	EMD should be taken in the name "The Secretary , APPSC, Vijayawada"
6.	Conditional bids are not acceptable
7.	Bidder has to quote for all items mentioned in the tender Schedule. L-1 will be arrived for evaluation of overall the items mentioned in the tender, The bid will be rejected if the bidder has not quoted for all the items.
8.	Any deviations in format may make the quotation liable for rejection.
9.	The Secretary, APPSC reserves the right to accept or reject any or all the quotations without assigning any reasons thereof and to add, modify or delete any of the terms and conditions without any notice.
10.	The Secretary APPSC reserves the right to modify the technical specifications including quantity at any time during the process of finalization of tender
11.	Payment terms:
11a.	1)100% payment on delivery & successful installation of items/systems and certification by User Department officials
12.	For any delays in delivery beyond delivery period mentioned in the purchase order, the bidder will be liable for penalties as mentioned in Clause 14.

13.	<p>Penalty for late Delivery: For any delay in delivery of the items, the Bidder will be liable for penalties (on total order value) as follows: OM of the late delivered goods (on total value of order) for One week or part thereof; 1.5%, for Two weeks or part thereof; 2% for Three weeks or part thereof and so on if it is less than Eight weeks, if it is more than Eight weeks the penalty will be limiting to 10% on Total order value. ii) If any delay is for more than 30 days, The Secretary, APPSC will reserve the right to cancel the order without giving any notice and EMD will be liable for forfeiture.</p>
	<p>NOTE:-A signed undertaking from the bidder certifying that all the Components I Parts / assembly used in the supplied items should be original new components / parts / assembly and that no refurbished / duplicate / second hand components / parts / assembly / Software's are used are or shall be used, has to be enclosed to the bid. Sample format is enclosed.</p>
Special Conditions:-	
14.	Manufacturer Authorization from OEM to be submitted for the items specific to this tender (as per MAF format given)
15	The successful bidder has to submit 10% PBG on total order value valid for one year from the date of issue
16	Quantity will be varied depending upon the requirement if any comes during Bid validity period and order will be placed for the required items only.
17.	The bidder shall have office in any of the District of Andhra Pradesh and billing should be done from Andhra Pradesh only.
18	Delivery : 07 days from the date of work order. Late delivery would not be accepted.
19	Invoice should be raised in the name of User Department or as mentioned in the Purchase / work order.
20.	<p>Checklist of the mandatory documents alone with the Technical Bid.</p> <ol style="list-style-type: none"> 1. EMD as per tender document Online /Bank guarantee. 2. Technical specifications compliance proof document for the quoted item & Certifications if any as per tender document should be submitted / uploaded along with the Technical Bid itself. 3. Any other documents if required as per the tender document. 4. Bidder has to submit the MAF from OEM authorization letter with Tender Reference Number in the APPSC Prescribed format along with the Technical Bid Itself. 5. Bidder shall have ISO 9000:2008 or latest valid certificate 6. The bidder has to upload the proof documents i.e. office in any of the District of Andhra Pradesh, doing business in the last three years as on bid calling date and also the bidder should have AP GST registration in the jurisdiction of 13 districts of AP 7. The bidder shall upload the proof documents i.e. past supplies of quoted items in AR

Manufacturer Authorization Format (MAF)

The authorization should be tender specific may be in the nature of a letter, memorandum or certificate regularly granted by the manufacturer to its channel partners, authorized solution providers, system integrators, distributors, etc. or a specific letter issued for purposes of this bid. Such communication should include statements / undertakings from the said manufacturer to the following effect.

- Guarantee and warranty coverage in respect of the goods and services manufactured by the said manufacturer shall be honored by that manufacturer, their channel partners, distributors, authorized service centers as the case may be.
- The manufacturer updates the bidder and their technical personnel with relevant technical literature, training and skill transfer workshops etc. on a regular basis.
- The manufacturers provide back to back technical support to the said bidder on a continuing basis. The said bidder is authorized to provide service and solutions using hardware, firmware and / or software as the case may be. Note: The letter of authority should be signed by a person competent and having the power of attorney to bind the manufacturer.

**Date
& Stamp**

Signature of Bidder

Ref. No. 536/Admn I/2019.

Sub: Undertaking of authenticity for Tables / Chairs / Sofa/Furniture etc., items Supplies

This has reference to Tables / Chairs / Sofa/Furniture items being supplied / quoted vide our quotation no/invoice no. _____ dated _____

We hereby undertake that all the components/parts/assembly/Tables / Chairs / Sofa/Furniture etc., shall be original new components/parts/assembly from respective OEMs of the products and that no refurbished/duplicate/second hand components/parts assembly/software are being used or shall be used.

Should you require, we shall produce certificate from our OEM supplier in support of above undertaking at the time of delivery. It will be our responsibility to produce such letters from our OEM supplier's within a reasonable time.

In case we are found not complying with above at the time of delivery or during installation Tables / Chairs / Sofa/Furniture etc., already billed, we agree to take back the Tables / Chairs / Sofa/Furniture etc., if already supplied and return the money if any paid to us by you in this regard.

Authorized Signatory

Name

Designation

FORM-TI
Technical Deviation Statement

SI. No.	Item	Specification Required	Specification of proposed item	Specification Higher/Lower

Date

Signature of Bidder & Stamp

Abstract – BOM for Furniture items

S.No	Item	Qty
1	Main desk With Back Unit	2
2	Very High Back Chair	2
3	Visitor Chairs for Cabin	12
4	Premium Leather Sofa Set (3+1+1)	2
5	Rocking Recliner	2
6	Dining Table Chairs	8
7	4 Seater Glass Dining Table	2
8	Steel Alamara With Gordian Lock 6.6 ft	2
9	Center Tables	2

Required Certificates:

- 1) Should be ISO:9001:2015,ISO 14001,OHSAS 18001,
- 2) ISO 50001:2011,SEFA:2015-1,
- 3) Green Guard Certificate,
- 4) BIFMA LEVEL 2 Certificate,
- 5) Business Excellence Certificate.
- 6) Green Assurance Card.

Annexure

Item wise detailed Technical specifications required as follows:

S.no	Item name	Item specifications required	UoM	Qty
1	Main Desk Table With Back Unit	Specifications below or nearest equivalent would be accepted	Nos.	2
		<p>Detail specifications:</p> <p>Executive Table Dimensions: 2350Wx2350Dx750H</p> <p>Primary Work Surface:made of 25mm Thick pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping. Softclosing access flap with in-built power box are provided on work surface for wire management.</p> <p>Secondary Work Surface:Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping.</p> <p>Modesty Panel:Made of 25mm thick MDF-one side pre laminate board confirming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top.</p> <p>Under Structure:Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matcing 2 mm thick PVC lipping.</p> <p>Integrated Pedestal:Made of 25mm Thick Pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping,</p> <p>Drawer fronts made of 25mm thick MDF-one side pre-laminate board confirming to IS-14589:1998 with 0.4mm PVC membrane pressed on top.</p> <p>Pedestal construction in BOX-BOX-File type which uses powder coated 400 MM long metal panel drawer slides. Drawer extension is 325MM.</p> <p>Drawers have a soft closing & anti slam machanism.</p> <p>Handles are provided for ease of opening.</p> <p>Pedestal is provided with lock for security.</p> <p>Back Unit Dimensions: 2350Hx500Dx1800W</p> <p>Top Model:Made of 25mm Thick pre-laminated twin board of E1-P2 grade and approved shade confirming to IS-12823:1990, edge banded with matching 2 mm thick PVC lipping.</p> <p>Slide Door Unit:made of 25 mm Thick Pre-laminated board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping for body panels like slide, bottom, back and shelves.</p> <p>Shutters are made of 25mm thick MDF-one side pre-laminate board confirming IS-14587:1998 with 0.4mm PVC membrane pressed on to top.</p> <p>Shutters have a soft closing & anti slam mechanism.</p> <p>handles are provided for ease of opening.</p> <p>Storage is provided with lock for security.</p> <p>Display/Storage unit:made of 25 mm Thick Pre-laminated board of E1-P2 grade and approved shade confirming to IS-12823:1990, Edge banded with matching 2 mm thick PVC lipping for body panels like slide, bottom, back and shelves.</p> <p>Doors are made of 25mm thick MDF-one side pre-laminate board confirming to IS-14587:1998, with 0.4mm PVC membrane pressed on to top.</p> <p>Top panel of display unit made of 25mm thick MDF-one side pre-</p>		

		laminate board conforming to IS-14587:1998 with 0.4mm PVC membrane pressed on to top.		
2	Very High Back Chair	Specifications below or nearest equivalent would be accepted	Nos.	2
		<p>Detail specifications :</p> <p>Seat/Back Assembly: The seat is made up of hot pressed moulded reconstituted wood of 1.2±0.1cm thickness and back is two part injection moulded plastic.</p> <p>Seat Sub Assembly Size: 49.0cm(W) x 49.5cm(D)</p> <p>Back Sub Assembly Size(High Back): 46.0cm(W) x 57.0cm(H)</p> <p>Head rest Sub Assembly Size: 26.0cm(W) x 12.0cm(L)</p> <p>High Resilence (HR) Polyurethane Foam is moulded with Density = 45kg/m³ and Hardness load 16±2kgf as per IS:7888 for 25% compression.</p> <p>Armrests: The armrests are pressure die casted in polished Aluminium with PP arm tops.</p> <p>Synchro Mechanism: The synchronised mechanism is designed with the following features.</p> <p>*360° revolving type.</p> <p>*Seat/Back Tilt Ratio of 1:3.</p> <p>*Slide tilt tension adjustment knob can be operated while taking back support for better judgement of comfort.</p> <p>*Back tilt with 4 position locking.</p> <p>PNEUMATIC Height Adjustment: The pneumatic height adjustment has adjustment stroke of 10.0±0.3cm.</p> <p>Auto Return Mechanism: The conference and board room chair has an Auto return mechanism to allow the user free movement while being sitted and after use guides the upper structure to rotate back to its original enabling all chairs around the table to be aligned.</p> <p>Adjustable Back Support: The backrest is connected mechanism with a drop-lift mechanism which can be adjusted in the range of 7.0±0.5cm from the comfort back support to suitable individual need.</p> <p>Pedestal Assembly: The Pedestal is pressure die cast polished.</p> <p>Twin Wheel Castors: The twin wheel castors are injection moulded in Polypropylene.</p> <p>Glides: The glides are injection moulded in Black Polypropylene and assembled to Aluminium pedestal.</p>		
3	Visitor Chairs for Cabin	Specifications below or nearest equivalent would be accepted	Nos.	12
		<p>Detail specifications :</p> <p>Seat/Back Assembly: The seat is made up of hot pressed moulded reconstituted wood of 1.2±0.1cm thickness and back is two part injection moulded plastic.</p> <p>Seat Sub Assembly Size: 49.0cm(W) x 49.5cm(D)</p> <p>Back Sub Assembly Size(High Back): 46.0cm(W) x 57.0cm(H)</p> <p>Head rest Sub Assembly Size: 26.0cm(W) x 12.0cm(L)</p> <p>High Resilence (HR) Polyurethane Foam is moulded with Density = 45kg/m³ and Hardness load 16±2kgf as per IS:7888 for 25% compression.</p> <p>Armrests: The armrests are pressure die casted in polished Aluminium with PP arm tops.</p> <p>Sled Base Structure for Visitor Chair: The Understructure is welded structure made up of MSERW elliptical tube. The under structure is powder coated (DFT 40-60 microns)</p>		
4.	Premium Leather Sofa Set (3+1+1)	Specifications below or nearest equivalent would be accepted	Nos.	2
		<p>Detail specifications :</p> <p>1 Seater Sofa: 117W x 96D x 95H in cms</p> <p>3 Seater Sofa: 222W x 96D x 95H in cms</p> <p>STITCHING: THREAD: Nylon PITCH: 4</p>		

		<p>LEATHER/PVC/FABRIC: (PU/PVC/Cotton/ Polyester/ Composite)PU Thickness (mm) : 1.00mm FRAME MATERIAL (TROPICAL WOOD / PINE WOOD/ RUBBER WOOD): Moisture Content (10 – 12 %) : 8%-12% Anti – Tremite Treatment (Borex Powder Treatment) : Thickness of Plywood used(mm) : 7.5-15mm Standard of Plywood used: {Required Standard : IS 303 Commercial Plywood} SEAT FOAM: (DENSITY, TYPE) Density (Kg/m3): 40# density BACK FOAM: (DENSITY, TYPE) Density (Kg/m3): 27#density soft + 27#density medium-soft Thickness (mm) :40mm + 40mm Thickness (mm) :80mm Type of Foam (Virgin/Composite/Moulded/ Slabstock) : Virgin ARMREST FOAM: (DENSITY, TYPE) Thickness (mm) :40mm + 40mm Density (Kg/m3):27#density soft + 27# density medium-soft BELT/ WEBBING MATERIAL:Width of belt (mm) : 40mm Total length of belt used (mm): 3200mm SPRING DETAILS (S-SPRING / POCKET SPRING): Thickness of S-Spring (mm) :3.5mm Number of Springs used:4 Length of S-Spring used (mm) : 510 Number of Pocket springs per seat: 48 Thickness of Pocket Spring (mm) :80 LEG MATERIAL:* Material of leg : (Plastic / Insert Moulding / Wooden/ MS / SS) wooden * Fixing of Leg : (Self Tapping Screw / Insert with metric threading) Self Tapping Screw * Bush for Leg bottom : (PVC bush / Felt Pad) PVC Bush BONDING SOLUTION: * Type of Glue used : (Synthetic / Rubber base/ Water base/ Solvent Base) Synthetic.</p>		
5.	Recliner	Specifications below or nearest equivalent would be accepted	Nos.	2
		<p>Detail specifications Overall Dimension: 950 x 740 x 1050 mm STITCHING:THREAD FRAME MATERIAL (TROPICAL WOOD / PINE WOOD/ RUBBER WOOD): Rubberwood SEAT FOAM: (DENSITY, TYPE):150kg under per seat the density is 24 kg/m3 and the thickness is 70. BACK FOAM: (DENSITY, TYPE):150kg under per seat the density is 24 kg/m3 and the thickness is 70. ARMREST FOAM: (DENSITY, TYPE):150kg under per seat the density is 24 kg/m3 and the thickness is 70. BELT/ WEBBING MATERIAL: Provide details of total length of web & width of web used SPRING DETAILS (S-SPRING / POCKET SPRING):Provide details of number of springs & Pitch PACKING SPECS:PLY:5 layers GSM:250 pound.</p>		
6.	Dining Table Chairs	Specifications below or nearest equivalent would be accepted	Nos.	8
		<p>Detail specifications : BACK LEG MATERIALS & SIZE: Material:21*10*1.2 Size: 44.5*44.5*41.5cm Color :Powder coated. FRONT LEG MATERIALS & SIZE: Material: MS</p>		

		SEAT MATERIALS & SIZE:Seat Details :size:44.5*41.5*51.5 Seat Foam Density :B30 Seat Foam Thickness :20+10 Back Foam Density (If applicable) :B30 Back Foam Thickness :10+10 Upholstery Details (PU / PVC / Fabric): PU FINISHING:AC/NC/PU/PVC (PLZ KEEP ONLY THE APPLICABLE ONE)		
7.	4 Seater Glass Dining Table		Nos.	2
		Detail specifications : Dimension:110 cm W x 110 cm D x 76 cm H A quaint masterpiece, Headen dining table is ideal for homes with small spaces. A 4-seater dining table with a 12 mm thick top glass, it is the perfect combination of good looks and strength. The glass is supported by metal legs, which are chrome plated and have a classic, glossy feel. A dining table so versatile, it can be paired with any chrome plated dining chairs Seating Capacity: Finish Type: Glossy Style: Contemporary & Modern.		
8.	Steel Alamara With Gordian Lock 6.6 ft	Specifications below or nearest equivalent would be accepted	Nos.	2
		Detail specifications : Manufacture, supply and delivery of Storwel Big , the overall dimensions of the Storwel should be 1981mmH x 916mmW x 486mmD. Storwel should be made of multi bend construction and inter locking design and full length over lapping doors and side. Should be provided with three way bolting mechanism. Sport welding and Co2 welding should be done. Anti corrosion treated components oven baked powder coating process should be undergone. The Top, bottom, sides material thickness should be 0.9mm and back material thickness should be 0.8mm. Removable main door with stiffeners of material thickness 0.9mm should be provided. Steel Almirah should be provided with 4 plain adjustable shelves of 0.8mm thickness making 5 compartments.		
9.	Center Tables	Specifications below or nearest equivalent would be accepted	Nos.	2
		Detail specifications : ALICE COFFEE TABLE WALNUT MOD: TABLE LEGS METERIALS & SIZE : Color :Walnut TABLE TOP MATERIALS & SIZE: (Tempered Glass/ 10mm) 1000x650x10mm Colour :clear WOOD :MDF +Paper Lamination OTHER REMARKS: Walnut Colour		
		Accessories - Required accessories to be supplied along with item		

Annexure-I
Ref. No:536/ADMN-1/2019
Financial Bid Format

Item no	Item description	Unit Price without taxes (Rs.)	Taxes/ Duties etc on unit price(Rs.)	Total Unit price with taxes and duties etc.(Rs.)	Qty (Nos.)	Total price with taxes and duties etc.(Rs.)
A	B	C	D	E=C+D	F	G=F*E`
1	Main desk With Back Unit				1	
2	Very High Back Chair				1	
3	Visitor Chairs for Cabin				12	
4	Premium Leather Sofa Set (3+1+1)				2	
5	Rocking Recliner				2	
6	Dining Table Chairs				8	
7	4 Seater Glass Dining Table				2	
8	Steel Alamara With Gordian Lock 6.6 ft				2	
9	Center Tables				2	
	Total (1 to 9)					

Date

Name & Signature of the vendor

***Quantity will be varied depending upon the requirement for Other Department requirement if any comes during Bid validity period and order will be placed for the required items and payment accordingly.