



**Sub: Procurement of Furnitures for Library at Indian Institute of Management.**

**TENDER DOCUMENT**

**TECHNICAL BID (Part – A)**

**(DOCUMENTS TO BE ENCLOSED IN ENVELOPE NO. 2)**

**The Tender Document contains Pages from 01 to 19**

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**TENDER NOTICE**

Sealed "OPEN" Tenders for the work described below are invited by Indian Institute of Management Bangalore for "Procurement of Furnitures for Library."

<b>TENDER SCHEDULE</b>		
<b>Sl. No.</b>	<b>Description</b>	<b>Details</b>
1	Sale of Tender document	From: 11-Jan-2019 to 18-Jan-2019 from 10.00 to 15.30 Hours
2	Earnest Money Deposit (Online transfer)	72,500/- (Rupees seventy-two thousand five hundred only)
3	Pre-bid Meeting	18-Jan-2019
4	Due date & time for submission of Technical & Price Bid	18-Jan-2019
5	Date & time of opening of Technical Bid	21-Jan-2019
6	Date & time of opening of Price Bid online	Will be intimated by e-mail or by post
7	After submitting the Bids along with EMD as specified herein, Bidders shall undergo Bid Procedure Training at M/s KEONICS and shall submit the Certificate for completing the training satisfactorily, in their company letter head.	Date and time of training will be intimated by e-mail or by post
8	After successful completion of bid procedure training, qualified Bidders have to submit the E-tender processing fees for participating in online Price Bidding a) E-Tender fees = Rs. 3,500/- b) Registration Fees = Rs. 2,000/- c) Digital Signature =Rs. 1,980/-* (for one year) ----- Total = Rs. 7,480/- (The above price is inclusive of 18% tax) *Bidders already possessing Digital Signature need not pay the Digital Signature Fees.	Date & time will be intimated by e-mail or by post
9	Online Issue of Price Bid Documents to qualified bidders in <a href="http://www.tenderwizard.com/IIMB">www.tenderwizard.com/IIMB</a>	Date & time will be intimated by e-mail or by post
10	Date & time of online Submission of Price Bids in <a href="http://www.tenderwizard.com/IIMB">www.tenderwizard.com/IIMB</a>	Will be intimated by e-mail or by post
11	a) Date & time of opening of Online Closed Price Bids b) Place: M/s KEONICS, Bangalore.	Will be intimated by e-mail or by post
<b>Contact Details</b>		
	For Tender related queries	<b>Ms. Shakunthala</b> , AO (Stores & Purchase). Email- <a href="mailto:shakuntala.n@iimb.ac.in">shakuntala.n@iimb.ac.in</a> Contact #: 080 2699 3022; Or <b>Ms. Smitha V</b> Email: <a href="mailto:smithav@iimb.ernet.in">smithav@iimb.ernet.in</a> Contact #: 080 2699 3891.
	Name and Address for Communication	AO (Stores & Purchase), Indian Institute of Management Bangalore. <b>Address: Bannerghatta Road, Bilekahalli, Bangalore- 560076.</b> Email: <a href="mailto:shakuntala.n@iimb.ac.in">shakuntala.n@iimb.ac.in</a>

**Sub: Procurement of Furnitures for Library**

**TENDER CONDITIONS**

1. Interested Bidders shall submit their Bids document within the deadline stated above and in compliance with all the terms stated herein. Any proposal received after the prescribed deadline will be returned unopened to the Bidder.

“Two Bid System” of tendering shall be adopted for this work.

2. The Tender Documents should be obtained in person or can be downloaded from Institute’s website mentioned below:
  - The Prescribed Tender Document (non-transferable) can be obtained during the period from **11-Jan-2019 to 18-Jan-2019** on any working days from 10.00 to 15.30 hours from the Stores office, Indian Institute of Management Bangalore; Or
  - The Tender Document can be downloaded from Institute’s website mentioned herein <http://www.iimb.ernet.in/opportunities/Price> during the period of **11-jan-2019 to 18-Jan-2019**.
3. Interested Bidders should check for any correction, corrigendum and addendums related to this Tender Notice on Website before submitting their Bids.
4. The Bid documents in respect of the above, shall be duly filled, checked, signed with seal on every page and be submitted in double sealed cover with sealing wax and addressed to the AO (Stores & Purchase), Indian Institute of Management, Bannerghatta Road, Bangalore, and must be submitted within the deadline stated above.
5. The Bidders are advised, if required, to visit site, inspect copies of the drawings and other documents pertaining to the Work and samples of materials by making prior appointment with the Accepting Officer giving sufficient time. Bidders shall be deemed to have full knowledge of all relevant documents, samples, site etc., whether s/he has inspected them or not.
6. **Sealing of Bids:** The Bidders who have downloaded the Tender Documents from IIMB Website should attach the proof of payment including name of the bank, amount of EMD (wherever applicable), date of transfer, UTR No. in a separate envelope.

The Bidders are required to submit three separate sealed envelopes, marked as: Envelope-1, Envelope-2 and Envelope-3 duly labelled. These three envelopes will be wrapped in an outer envelope addressed to designated officer, duly super scribed.

- **Envelope 1 shall contain EMD (UTR Details in the Company letter head).**
- **Envelope 2 shall contain PART ‘A’ (Technical bid) duly signed and affixed with the stamp.**
- **Envelope 3 shall contain PART ‘B’ Price Bid containing Bill of Quantities, duly signed and sealed by the Bidder on each page of the document. Bill of Quantities with rates quoted shall be liable to be rejected. Rates shall be quoted only in online price bid in the website of M/s KEONICS i.e. [www.tenderwizard.com/IIMB](http://www.tenderwizard.com/IIMB).**

*Note: Rates should not be entered in BOQ*

The outer envelope and the inner envelopes shall be duly super scribed as follows:

- a. The address of IIMB as follows:  
*AO (Stores & Purchase)*  
*Indian Institute of Management Bangalore,*  
*Bannerghatta Road,*  
*Bangalore -560 076*
- b. *Name and address of the Bidder, and Date and time of the opening of the Tender.*
- c. Name of Work- "**Procurement of Furnitures for Library**".

*Note: Tenders received with defective sealing of outer envelope shall not be accepted/returned to Bidder as-is.*

**7. EARNEST MONEY DEPOSIT (EMD):**

**Submission of EMD Online:** For online submission of EMD, the Bidder shall pay the amount through RTGS/NEFT. UTR No. shall also be furnished through e-mail to the email ids given in the first page of the document.

- (A)** The bank details of IIMB for online transfer:
- Bank Name - HDFC Bank Ltd**
  - Bank Street Address - J.P.NAGAR BRANCH,BANGALORE**
  - Branch Code - 0133**
  - IFSC CODE - HDFC 0000133**
  - Customer HDFC Bank a/c name - Indian Institute of Management**
  - Customer HDFC Bank a/c number – 0133145000019**

***Note: The proof of payment including name of the bank, amount of EMD, date of transfer, UTR No. shall be attached to the Tender Document (in a separate envelope).***

The EMD shall be forfeited if the Bidder withdraws from the Tender after Tender opening during the period of Tender validity.

*Note:*

- Tenders without requisite Earnest Money will be summarily rejected.*
- EMD is compulsory for all the Bidders including State Government / Statutory Bodies / Enterprises / Undertakings etc. Bidders may note the fact that their registrations with any other authority do not entitle them for exemption from payment of EMD.*

**(B) RETURN OF EMD:**

**Unsuccessful Bidders:** The EMD will be returned to the unsuccessful Bidders after the issue of Purchase Order to the successful Bidder through RTGS/NEFT.

**Successful Bidder:** The EMD will be returned to the successful bidder after the completion of the delivery of the items as detailed in the Purchase Order.

**Bank Details:** All the Bidders are required to submit the bank details along with the Technical Bid. The bank details are required to be filled in and submitted in the company letterhead, duly attested by the authorized person of the company and the banker. The bank details should be accompanied by a cancelled cheque duly attested by the banker.

8. **No Price or technical conditions or clarification of any sort shall be indicated by the Bidder in Envelope Otherwise, the Tender shall be summarily rejected.**
9. **Tenders received late on account of any reason whatsoever and Tenders in telegraphic or facsimile transmission are liable to be rejected at the discretion of the Accepting Officer. Any delay due to network problem or system problem, in submitting the price bid online, will not be entertained.**
10. **IIMB shall not be bound to accept the lowest tender and reserves the right to reject any or all the Tenders without assigning any reason.**
11. **The Bidder should give an undertaking that “He shall not associate nor has been associated in the past, directly or indirectly with consultant or any other entity that would prepare the design, specification and other documents of the project.”**
12. **Late tenders and conditional tenders are liable to be rejected.**
13. **The Bidder shall not be at liberty to withdraw or modify his tender or any terms and conditions thereof before 120 days. Bidders are expected to clarify only such points as specifically called upon to do so by the Accepting Officer in writing. Any withdrawal or modification made within the said period constitutes breach of Contract and the Bidder shall be liable for damages to IIMB in consequence thereof. He shall, in addition, forfeit to IIMB the EMD.**
14. **In the event of any dispute arising in connection to this Tender, it is agreed that disputes shall be referred to the arbitration of Director, in whose absence the Director shall appoint a person he so deems fit to preside over the Arbitration proceedings and his decision will be final and binding on both the parties.**
15. **All disputes arising out of or in any way connected with this Tender shall be deemed to have arisen at Bangalore and only Courts in Bangalore shall have jurisdiction to determine the same.**
16. **Any Tender which proposes any alterations to any of the conditions laid down or proposes any other conditions of any description whatsoever shall be summarily rejected.**
17. **The following requirements shall be strictly complied with:**
  - a. Bidder shall initial all correction, sign with stamp all pages of the tender documents and all the drawings accompanying the tender document, if any, before submission of the tender.
  - b. Correction made in white ink will make the tender liable for rejection.
  - c. The tender should be accompanied by a certified true copy of the power of attorney of the signatory of the documents.
  - d. The drawings, if any, should be returned along with the tender documents.
  - e. Bidders shall ensure that their tender is dispatched well in advance, so that it reaches the IIMB Office before the time and date stipulated in the tender notification/documents.

18. Under no circumstances will a Father and his Son(s) or other close relations who have business dealing with one another be allowed to tender for the same Contract as separate competitors. A breach of this condition will render the tender of both parties disqualified from participating in the Tender.
19. The Bidders are advised, if required, to visit site, inspect copies of the drawings and other documents pertaining to the Work and samples of materials by making prior appointment with the Accepting Officer giving sufficient time. Bidders shall be deemed to have full knowledge of all relevant documents, samples, site etc., whether he has inspected them or not.
20. The submission of a tender by a Bidder implies that he has read this notice and the conditions of Contract and has made himself aware of the scope and specifications of the Work to be done and local conditions and other factors that have a bearing on the execution of the Work.
21. Bidders must be very careful to deliver a *bonafide* tender, failing which the Accepting Officer at his absolute discretion and shall reserve the right of forfeiting a part or full amount of the EMD. Such tender must satisfy each and every condition laid down in this notice.
22. This letter/Notice will also form part of the Contract Document and must be returned duly signed along with the tender document.
23. IIMB reserves the right to accept any tender either in full or in part, to reject all the tenders without assigning any reason. In the case of acceptance of part of the tender, completion time shall also be reduced to the extent considered appropriate, by the Accepting Officer.
24. Tenders not submitted in the prescribed forms are liable to be rejected.
25. Should a Bidder find any discrepancies or omissions in the drawings or any of the tender documents or should be in doubt as to their meanings, shall alone address the authority inviting the tender for clarification. While every endeavour shall be made to avoid any error, which can materially affect the basis of the tender, the intending Bidder shall take upon himself to provide for the risk of any error which may be subsequently discovered and shall make no subsequent claim on account thereof.
26. IIMB reserves the unilateral right to amend this document in writing at any time. IIMB also reserves the right to cancel or reissue the document at its sole discretion. If an amendment is issued it shall be provided to all bidders, whose intent to respond to this tender is known.
27. Bidders shall respond to the final written document and any exhibits, attachments, and amendments.
28. The Bidders shall depute their authorized representative at the time of opening the tender if they so desire. However, such representatives shall be issued with authorization letter by the Bidders with the signature of representative duly attested.
29. **Submission of Tenders:** For sealing and submission of the Tender, the Bidders shall follow the procedure as indicated below.
  - a. **The Bidders are required to submit three (3) separate sealed envelopes:**
    - Envelope 1:**
      - The First Cover containing the proof of online transfer of EMD amount and super-scribed as "Earnest Money Deposit" along with the address of the bidder; and the cover should be properly closed and sealed. (Details given in Clause 7 - Earnest Money Deposit);

**Envelope 2:** containing the Technical Bid, duly signed on every page with company seal, super-scribed as "Technical Bid" along with Name of Work and address of the bidder, should be properly closed and sealed.

**Envelope 3:** Price bid without quoting the rates.

- b. All three sealed envelopes (i.e. first envelope containing EMD proof and second cover containing Technical Bid) and Price bid should be placed in a bigger outer cover and should be closed properly and sealed and should be submitted on or before **18-Jan-2019** at 16.00 Hrs. The outer cover should be super-scribed with the NAME OF THE WORK mentioned above. The cover should also contain the name and address of the bidder and "TO address" (which is stated under item no. e below). The covers with improper seal or without the name of the work will be summarily rejected.
  - c. The outer cover of the tender should be addressed to:  
*AO (Stores & Purchase)*  
*Indian Institute of Management Bangalore,*  
*Bannerghatta Road,*  
*Bangalore -560 076.*
  - d. The second envelope should contain the Technical Details as per the details and all the components of Technical Bid as detailed in the **NIT** with all supportive documents duly signed on all the pages with seal.
  - e. The sealed tenders should be submitted to Indian Institute of Management Bangalore, Bannerghatta Road, Bangalore-560076, on or before **18-Jan-2019 at 16.00 Hrs.** If last day of submission of bids is declared a holiday subsequent to issuance of **NIT**, the next working day shall be deemed to be the last day for submission of the tender. The same condition applies to Technical Bid Opening and Financial Bid Submission and Opening also. No tender will be accepted by email or FAX.
  - f. The tenders can also be submitted through post. However, Indian Institute of Management Bangalore will not be responsible for delay in receipt of the tenders.
  - g. The tender will be opened in the said office on **21-Jan-2019 at 16.30 Hrs.**
  - h. In the event, tender closing day is declared a public holiday, the opening of tender would be done on the next day.
30. Bidders shall not contact IIMB on any matter relating to their Proposal from the time of opening of the Technical Proposal till the work is awarded. If a Bidder wishes to bring additional information to the notice of IIMB, it should do so in writing at the address indicated. Any effort by the Bidder to influence IIMB in IIMB's Proposal evaluation, Proposal comparison or contract award decisions may result in the rejection of the firms Proposal. Evaluators of Technical document shall have no access to the Commercial Proposals until the technical evaluation and no objection is concluded.
31. Canvassing in any form in connection with the tender is strictly prohibited, and the tenders submitted by the Bidders who resort to canvassing will be liable to be summarily rejected.
32. Compliance with tender terms: Bidder's offer must conform in all respects with the applicable specifications, terms and conditions of the tender. Any deviation from the tender specifications or terms and conditions must be clearly and explicitly stated.



33. It is presumed that the Bidders have examined all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bid documents or submission of bid not substantially responsive to the bid documents in every respect will be at the Bidder's risk and may result in the rejection of its bid without any clarifications.
34. The items supplied by the firm should be of best quality and a strict view will be taken if it is found defective at any stage during or after the delivery. In case of such lapses, IIMB reserves the right of taking any action including termination of the contract without assigning any reasons whatsoever. IIMB also reserves the right of imposing financial penalties for any losses caused to the IIMB
35. The Tenderer should provide warranty/guarantee and Free Service for a period of minimum one year from the date of installation. Undertaking to this effect shall be furnished. including loss of time.
36. Tenderers may please quote the unconditional rates. The price quoted at the time of submission of tender should remain valid for 120 days from the date of tender opening and the rate finalized on the basis of these prices shall remain in force during the currency of the contract which will normally be for a period of one year. It may specifically be noted that no changes/escalations in the accepted rates shall be allowed during currency of the contract. The rates should be exclusive of GST and nothing shall be paid extra except rates quoted in Price Bid. (Note: Estimation without GST).
37. This being an item rate contract on the supply, installation, IIMB will issue the purchase order which will be based as determined to be substantially responsive and has been determined as the lowest evaluated tender. The L1 will be considered on the Category I and Category II either separately or both put together on the lowest total value before GST. It is obligatory for the bidders to quote all items of Category 1 and Category II. Any unquoted item in the BOQ shall disqualify the bidder.
38. The job carried out shall be to the satisfaction of the IIMB, else no payment will be made. Further, depending upon the severity of negligence, IIMB reserves the right to blacklist the agency for a suitable period or from further participation in any of this department's contracts. The decision of the competent authority of the IIMB shall be final and binding on the firm /agency.
39. Defect Liability period for the said work would be one Year from the **completion/supply**.
40. SD @ 10% of quoted amount to be withheld for a period of One Year. (up to completion of Defect Liability period). A Bank Guarantee can be furnished by the vendor for the same.
41. All the items of delivery will be processed through a third-Party Inspection (Architect/ A Competent Authority approved by IIMB). Any observations, corrections, etc to be incorporated by the Supplier at no extra Cost).
42. Stage wise inspection by the approved Competent Authority by IIM to be under taken by the Vendor at his own Cost.
43. The vendor applying for the said tender should quote for all the items as given in the Price Bid.
44. **Any item not quoted or left blank by the vendor would be liable for rejection.**
45. **Evaluation:** Bidders shall not contact IIMB on any matter relating to their Proposal from the time of opening of the Technical Proposal till the contract is awarded. If a Bidder wishes to bring additional information to the notice of IIMB, it should do so in writing at the address indicated. Any effort by the firm to influence IIMB in IIMB's Proposal evaluation, Proposal comparison or contract award decisions may result in the rejection of the firms Proposal. Evaluators of Technical document shall have no access to the Commercial Proposals until the technical evaluation and no objection is concluded.

46. **TENDER EVALUATION CRITERIA:** Tenderers who satisfy the conditions stipulated in the tender document and who have supplied all the documents/materials required will alone be considered as qualified Tenderers. The tenders of such qualified Tenderers alone will be considered for price bid.

47. **VARIATION IN QUANTITIES-** Delivery of Furniture items shall be made by the tenderer in accordance with the terms specified by IIMB. In case the supplied goods do not match with the given specifications, IIMB reserves the rights to cancel the order. The competent authority reserves the right to accept the tender either in full or in part and either to increase or to decrease the quantities to the extent of twenty-five percent (25%) indicated in the tender.

48. **DELIVERY:** Supply of Furniture items will have to be completed within 30 days. b) The delivery schedule should be strictly adhered. If the tenderer fails to complete the supply within the time stipulated, the order for the Supply of Furniture items will be liable to be cancelled. c) The supply of all items of furniture should be completed within 30 days from the date of receipt of purchase order.

49. **PAYMENT TERMS:** Any part supply of purchase order issued shall not be accepted for payment. The payments shall be made after satisfactory completion as per quantity and quality mentioned in the tender documents/supply order.

#### 50. ELIGIBILITY CRITERIA:

Intending Bidder who meets the following eligibility criteria may apply for the tender document. **The request for tender document should accompany the required documentary evidence to prove their eligibility, failing which, the application will be rejected.**

- i. **Commercial position:** Average annual Commercial turn over (during last three years) ending 31<sup>st</sup> march of the previous Commercial years should be at least: Rs. 8.70/- lakh (Rupees Eight lakh seventy thousand only) and submit the audited balance Sheet duly certified by the Chartered Accountant for the past 3 years ending 31st March of the previous Commercial year.
- ii. **Experience:** Firm should have experience of having successfully **completed similar works as described below during last Five years in any one of the** following: (copy of the purchase order to be enclosed which is exclusive of GST).
  - (i) Three similar completed item/works costing each not less than 11.60 lakh. (Rupees Eleven lakh sixty thousand only); **OR**
  - (ii) Two similar completed item/works costing each not less than 14.50 lakh. (Rupees Fourteen lakh fifty thousand only); **OR**
  - (iii) One similar completed item/work costing each not less than 23.20 lakh. (Rupees Twenty-three lakh twenty thousand only).

**The technical document submitted by the applicants will be evaluated on a maximum of 100 marks. Against this marking, the Commercial bids of those securing a minimum of 70 marks out of 100 shall only be opened.**

IIMB will carry out the evaluation of proposals of only the firms who satisfy the above criteria on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria and marking system specified in the Data Sheet. Each responsive proposal will be given a technical score. A proposal to be considered unsuitable shall be rejected at this stage if it does not respond to important aspects of the Terms of Reference or if it fails to achieve the minimum technical score indicated.

**AO (Stores & Purchase)**  
Indian Institute of Management Bangalore  
Bannerghatta Road  
BANGALORE – 560 076

**This Tender Document contains all the Pages duly read and accepted by Me/Us.**

1	NAME OF THE AGENCY					
2	Eligibility Criteria			Marks Break Up	Firms Scored	Total % Scored
	Commercial strength	Required limit in Lakhs	Submitted	15		
	Average Annual turnover	8.70				
3	Experience in similar class of work					
	Works Particulars	Required limit in Lakhs	Worked in Lakhs	Marks Break Up	Firms Scored	Total % Scored
a	Single work	23.20		35		
b	Two Works	14.50				
c	Three works	11.60				
4	Work Experience					
	Particulars			Marks Break Up	Firms Scored	Total % Scored
a	Work Experience in Central-Govt./Central autonomous body/central PSUs/PWDs/CPWD/MES/Railways/Public Sector			15		
b	Work Experience in Reputed private Organization			10		
5	Company Experience					
	Particulars			Marks Break Up	Firms Scored	Total % Scored
a	Company work Experience-above 5 years			10		
6	ISO Certified company			15		
7	Total Marks			100		
8	Aggregate % achieved					
9	Aggregate % required			70%		

**Only those applicants who score at least 70 marks will be deemed as qualified for participation in Price Bid.**

**AO (Stores & Purchase)**  
Indian Institute of Management Bangalore  
Bannerghatta Road  
BANGALORE – 560 076.

**This Tender Document contains all the Pages duly read and accepted by Me/Us.**

This Tender Document contains all the Pages duly read and accepted by Me/Us.

**AGREEMENT FORM**

Date: \_\_. \_\_. 2019

**From**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To

**AO (Stores & Purchase)**

2nd Floor, Administrative Block,  
Indian Institute of Management Bangalore  
Bannerghatta Road,  
BANGALORE - 560 076

**Sub: Procurement of Furnitures for Library**

Dear Sir,

With reference to your above-mentioned notice inviting Tenders, I/We hereby offer to provide required services to Indian Institute of Management Bangalore. I/We shall execute the work truly and faithfully as set forth in the attached terms and conditions. I/We shall be responsible for all complaints with regard to the quality of service and in case of any dispute; the decision of the Director, Indian Institute of Management Bangalore shall be final and binding on me/us.

My/Our Tender shall remain valid for a period of **120 days** from the last date prescribed for submission of the Tender against the above-mentioned notice. My/Our tender along with terms and conditions with relevant columns and annexure duly filled in under my/our attestation and with each page of the tender paper including the enclosed terms and conditions signed by me/us (in the capacity of sole owner/general or special attorney attached) is submitted for your favourable consideration.

I/We have read the enclosed terms and conditions carefully and have signed the same in token of our absolute and unconditional acceptance.

Thanking you,

yours faithfully,

Place:

Date:

Name  
Signature with stamp  
& full address

**VENDOR DETAIL FORM**

**At the time of Price bid**

<b>Sl. No.</b>	<b>Description</b>	<b>Details</b>
1	Name of the institution	
2	Complete Address	
3	Name of the contact person	
4	Contact Numbers E-mail id	
5	Savings /current account number	
6	Name of the Bank	
7	Name of the branch with complete address & Branch code.	
8	IFSC Code	
9	PAN Number (photocopy of PAN card to be attached)	
10	<b>GST IN #</b> (Enclose the copy of certificate issued by the Authorities)	
11	Service Tax Registration No.(Enclose the copy of certificate issued by the Authorities )	
12	ESI No. (Enclose the copy of certificate issued by ESI Authorities)	
13	PF No. [Enclose the copy of certificate issued by PF Authorities]	

**Annexure - I**

**NATIONAL ELECTRONIC FUNDS TRANSFER / REAL TIME GROSS SETTLEMENT**

(To be filled in by the Applicant in BLOCK LETTERS)

Customer's Copy

Counterfoil

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_.

PART - 1 (Details of applicant/remitter/originator)

1. Remitter's Name: \_\_\_\_\_
2. Bank Name/ Branch: \_\_\_\_\_
3. Account Name: \_\_\_\_\_
4. Account No.: \_\_\_\_\_
5. Type of Account: SB/CA/CC: \_\_\_\_\_
6. Details of Beneficiary: \_\_\_\_\_

Instructions to Bankers: PLEASE ENTER A/c No. SEPARATELY FOR EACH CHALLAN AND GENERATE SEPARATE UTR No. FOR EACH CHALLAN AS THE A/c No. WILL BE DIFFERENT FOR EACH CHALLAN.

Account No. CP019999939651628  
Centre / IFSC Code CITI0100000  
Bank CITI BANK  
Branch MUMBAI  
Beneficiary Name KEONICS  
Type of A/c. CURRENT  
Account Name CITIBANK  
Amount Rs. (a) ***(Please see Page 5 Item 3 of Tender Schedule)***  
***(Includes CITIBANK Application Process)***  
Bank Charges Rs. (b) ***(Local Bank's charges extra)***  
Total Amount Rs. (a+b)\* \_\_\_\_\_  
Total in words \_\_\_\_\_

\*If the Credit Amount is less than Total Amount, the payment reconciliation is liable for rejection.

Instructions for bidders:

- 1) Do not re-use the challan for other tenders.
- 2) Do not alter/modify the Amount or any other printed matter in the challan.
- 3) Retain a copy of the counterfoil acknowledged by the Bank for your reference.

Customer's Signature: \_\_\_\_\_

Contact Phone No.: \_\_\_\_\_

CHALLAN TYPE: Registration, Processing fee and DSC

For Bankers:

UTR/Remittance No. \_\_\_\_\_

**KARNATAKA STATE ELECTRONICS DEVELOPMENT CORPORATION LTD**

**(A Government of Karnataka Enterprise)**

No 29/1, Race Course Road. Bangalore -560 001

Tel: 080-22262203, 22352608, 22257201 Fax: 080-22200165

Website: [www.keonics.in](http://www.keonics.in) E-Mail : [Info@keonics.com](mailto:Info@keonics.com)

**E-BIDDING CONDITIONS**

**1. LETTER TO ALL THE VENDORS REGARDING E-TENDERING PROCESS:**

Dear Sirs,

Karnataka State Electronic Development Corporation Limited (M/s KEONICS) wishes to conduct an online tendering for Selection of Vendors for Procurement of Steel Almirahs for Hostel at the Institute premises, on Bannerghatta Road, Bangalore - 560 076. M/s KEONICS will provide your representatives with the entire key inputs and necessary training, so that you can successfully participate in this tendering process.

You shall get registered with M/s KEONICS by presenting a DD (***Please see Page 5 Item 3 of Tender Schedule***) in favour of **M/s KEONICS, Bangalore**. The e-tendering process requires possession of Digital Signature Certificate. M/s KEONICS will assist in procuring the same. Other contractors, including those registered with IIMB or M/s KEONICS do not automatically qualify for participation.

The e-tendering process as envisaged consists of the following steps which are indicated below:

e-Tendering / Electronic Tendering / Web Tendering / Online Tendering is the simulation of the manual tendering process on the internet, i.e. the eligible vendor can log on to the internet site specified using unique user name and password and place his Commercial bids. The eligible Vendors will be trained by M/s KEONICS personnel on the procedure of submitting the bids online. The bids placed by the Vendors are confidential and will be opened by the authorized official using a special electronic key / password at the date and time specified and not earlier than that. No other person can gain access to the information regarding the bids, which is confidential in nature.

Closed online bid: The vendors are requested to upload their individual item online during the date and time intimated to the vendors.

The lowest bid will be determined from among the closed bids and the lowest tender of the online bid. As we understand, there are essentially two differences between this and the equivalent process.

The bid would be submitted online by you while operating from your work desk instead of the traditional mail/fax/face to face/paper means. All you need is a PC with a browser interface and an Internet connection.

As you can see, there are three very conspicuous gains in adopting this process as a transacting tool.

1. Considerable reduction in demands on your time, which otherwise would have been spent on many price negotiations. This also will lead to quicker order finalization at your end.



2. Reduction in your cost as you do not have to travel, to and from, to the offices of M/s KEONICS and there is no need to make those umpteen calls.
3. Complete transparency in the involved numbers amongst the operating community, leading to sound decisions.

We look forward to your enthusiastic response to this business opportunity and your active participation in the online e-tendering event. We believe this process is futuristic and now-a-days; the future seems to be approaching all of us within days!

Yours sincerely,  
M/s KEONICS

(No signature is required, as the document is computer generated)

Note: "Tender" will be decided on the data available from online Closed Bid.

2. Contact Information:

e-Tender Queries
<p>Karnataka State Electronic Development Corporation Limited (M/s KEONICS) ( A Government of Karnataka Enterprise) No 29/1, Race Course Road. Bangalore -560 001 Tel: 080-22262203,22352608,22257201 Fax: 080-22200165 Website: <a href="http://www.keonics.in">www.keonics.in</a> E-Mail : <a href="mailto:Info@keonics.com">Info@keonics.com</a></p> <p>Contact Person: Mr. Manohar - 93421 06845 Mr. Prabhu - 96861 96760</p>

3. Process Instructions:

A. e-Tendering Process:

Eligible Vendor will be trained by M/s KEONICS personnel on the procedure for placing their commercial bids online.

After attending the training, the Vendors are advised to submit the Satisfactory Completion of Training Certificate and to place their bids online before the time frame intimated to the vendors.

B. Closed online bids:

Only e-Tendering will be conducted for obtaining the price bids. The eligible Vendors are required to send a declaration online regarding compliance to the terms and conditions while placing the closed online bids. The Vendors are required to upload their bids % rate for as worked out by them, online within the date and time as intimated to the vendors.

4. Closed Online Bid:

Sl. No.	Closed Online Bid
1	Vendors must register in M/s KEONICS' Tender Service Provider Website as per the training given by M/s KEONICS. Vendors are advised to make a note of their User Name and Password after the registration. The username and password are case sensitive. The Vendors are requested to change the password and also not to reveal the same to anyone else.
2	Closed online Bid: The Vendors shall send their declaration regarding compliance to the terms and conditions online before submitting the closed online bid. In the closed online bid, the Vendors are required to upload their bid item rate based on the details furnished in Schedule-B.

5. E-Tendering Process Compliance Statement:

(This statement must be filled and duly signed by the contractor and submitted to M/s KEONICS along with signed hard copies of declaration regarding compliance to Terms & Conditions)

**The following terms and conditions are deemed as accepted by you on participation in the bid event:**

1. The Vendors are required to upload their individual item based on the % arrived at by them for individual item online during the date and time as intimated to them.
2. The vendors cannot change price once submitted.
3. You are deemed to have accepted the auction rules on participation at the bid event. M/s KEONICS will make every attempt to make the bid process transparent. However, the award decision by the IIMB would be final and binding.
4. Technical and other non-commercial queries (not impacting price) can be routed to the respective contact personnel of Indian Institute of Management Bangalore indicated in the tender document. Bidding process related queries could be addressed to M/s KEONICS personnel indicated in the tender document.
5. It is brought to your attention that the bid event will lead to the price discovery.
6. The other terms and conditions are indicated in the tender document supplied.
7. You need to submit the closed online bid, declaration regarding the tender terms and conditions and the closed commercial tender in a sealed cover to IIMB as per the time frame indicated.
8. Inability to bid due to telephone line glitch, Internet response issues, software or hardware hangs will not be the responsibility of M/s KEONICS. However, M/s KEONICS shall make every effort to ensure availability of technology resources to enable continuous bidding. You can call customer care at M/s KEONICS and make a proxy bid if internet connection is down. However, this has to be confirmed and endorsed by you using alternative communication such as fax or e-mail immediately. M/s KEONICS does not guarantee continuous, uninterrupted or secure access to

its services, and operation of the site may be interfered with by numerous factors out of its control.

9. M/s KEONICS does not take responsibility beyond the bid event. Order finalization and post order activities would be transacted directly between the vendor and IIMB.
10. Your participation in a bid event is by invitation from IIMB and M/s KEONICS jointly.
11. Bids once made cannot be withdrawn or modified under any circumstances. In the case of a bid being withdrawn action will be initiated as per the tender conditions. M/s KEONICS reserves the right to either initiate a fresh auction or enter into negotiations with the remaining Vendors in addition to any other action that may be taken by M/s KEONICS.
12. M/s KEONICS can decide to extend, reschedule or cancel an auction.
13. M/s KEONICS, neither any related company, nor any of its owners, employees or other representatives will be liable for damages arising out of or in connection with the use of this site. This is a comprehensive limitation of liability that applies to all damages of any kind, including (without limitation) compensatory, direct, indirect or consequential damages and claims of third parties.

Note: In case of any operational problems during the submission of closed online bids is under progress, the same may have to be reported to M/s KEONICS immediately. The decision to reschedule, postpone or cancellation of the entire process will be taken by M/s KEONICS based on the merit of such reports. In case of temporary suspension, when the closed online bids to be restarted, will be intimated to the vendors on M/s KEONICS website. The process will come to an end after a waiting period of 30 minutes for the Vendors to register any protest. Therefore the Vendors are advised not to logout from their PC's till an announcement is made regarding the closure of whole process in a complete manner in M/s KEONICS website.

In case of postponement or cancellation of the tenders, the same will be intimated to the Vendors over M/s KEONICS website. The Vendors are advised to visit M/s KEONICS website, also for any Notices Inviting Tenders, Circulars and Corrigendum etc.

I/We have read, understood and agreed to abide by the e-tendering process Compliance Statement.

Date :

Organization :

Name :

Designation :

Signature :

Seal :