

**NATIONAL COUNCIL OF SCIENCE MUSEUMS**  
SECTOR-V, BLOCK-GN, BIDHANNAGAR,  
KOLKATA: 700 091.

NOTICE INVITING E-TENDER

**TENDER NO. I-18012/10/23(385)**

On-line digitally signed open e-tenders are invited for Fabrication, Supply, Fitting & Assembling of office furniture and Partition work for the Innovation Hub at Ranchi Science Centre (RSC), Ranchi strictly as per the Council's Specifications and Quantities as per details below:

<b>Sl. No.</b>	<b>Description of item</b>	<b>Qty.</b>
1	Robotics Table strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	1 No.
2	Work Table (Mechanical Work Table) strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	3 Nos.
3	Chemistry Table strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	1 No.
4	Biology Table strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	1 No.
5	Computer Table strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	10 Nos.
6	Wooden Box (Idea Box) strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	1 No.
7	Wooden Cabinet(Low Height Rack) strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	7 Nos.
8	Wooden Cabinet (Full Height Rack) strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	6 Nos.
9	Mentor Table (Office Table) strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	2 Nos.
10	Wooden Table (for 3D Printer Set-up) strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	1 No.
11	Modular Wooden Partition (Low Height) strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	40 feet.
12	Modular Wooden Partition (Full Height) strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	40 feet.
13	Wooden Box cum pedestal (for Power tools set-up) strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	3 Nos.
14	Wooden Shoe Rack strictly as per Drawing and Specification stipulated in <i>Annexure-F</i>	1 no.
	<b>Note:</b> 1) All Materials are to be delivered and assembled at the Innovation Hub of Ranchi Science Centre, Jharkhand (Communication address will be provided separately)  2) All items must be passed through Pre-Dispatch Inspection and Post-Delivery Inspection in due course by the technical team of NCSM and the same should be arranged by the vendor/manufacturer. Colour scheme of the all the furniture will be intimated later.	

Vendors who have the capability of executing the order may download the Tender Papers from Central Public Procurement Portal (CPPP): <http://eprocure.gov.in/eprocure/appor> from Council's website [www.ncsm.gov.in](http://www.ncsm.gov.in) as per the following schedule:-

Published Date	15 <sup>th</sup> March, 2024
Earnest Money Deposit	Rs.40,000/- (Exemption is allowed as per Govt. of India Rules)
Bid Document Download Start Date	15 <sup>th</sup> March, 2024
Bid Document Download End Date	29 <sup>th</sup> March, 2024 (up to 12 Noon)
Bid Submission Start Date	15 <sup>th</sup> March, 2024 (from 2 pm)
Bid Submission End Date	29 <sup>th</sup> March ,2024 (up to 12 Noon)
Technical (Techno-Commercial) Bid Opening Date	1 <sup>st</sup> April, 2024 (at 12 Noon)
Financial Bid opening date	<i>To be notified later</i>

The online bid both Technical (Techno-Commercial) Bid and Financial bid duly furnished in Cover –I and Cover-II respectively should be uploaded by the due date and time as per the above schedule. The responsibility to ensure this lies with the Bidder. Off-line tenders shall not be accepted and no request in this regard will be entertained whatsoever. Online Technical (Techno-Commercial) Bid will be opened at the first instance in this office **at 12 PM on 1<sup>st</sup> April, 2024** for technical evaluation as well as selection of techno-commercially acceptable offers and at the second stage, the financial bids of only the selected and techno-commercially acceptable offers will be opened on a date **to be notified later** subject to completion of technical evaluation of the offers. Decision of the Council regarding selection of eligible and qualified vendors/firms and or furniture in particular for opening the Financial Bid shall be final and binding on the bidders.

NCSM reserves the right to accept or reject any or all tenders in full or part without assigning any reason whatsoever. NCSM shall also not be bound to accept merely the lowest tender but the technical suitability, capability and superiority of the equipment/system as well as after sales service including infrastructure to render such service etc. shall be of prime consideration for selection of the equipment.

- Bidders should submit the EMD as per the instructions specified in the tender document. The original EMD instrument should be posted/couriered/given in person to NCSM, if submitted offline, latest by the last date of bid submission. The detail of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

Name & Address to whom the DD is to be sent:  
 Section officer (Stores & Purchase)  
 Central Research & Training Laboratory  
 National Council of Science Museums  
 33, Block GN, Sector V, Saltlake, Bidhannagar,  
 Kolkata 700 091

**Bank details of NCSM (for submission of EMD online)**

**Name of Bank** : **Indian Overseas Bank**  
**Branch Address** : **GN 34/2, Sector V, Saltlake, Kolkata – 700091**  
**SB A/c No.** : **164201000000491**  
**IFSC Code** : **IOBA0001642**

**Note:** After fund transfer, the details such as UTR Number, date etc. shall be typed in the letter head of the Bidder and uploaded separately in Cover-I.

Earnest Money deposits in respect of such offers which are not accepted will be returned to the Bidders within 30 working days from the date of finalization of the tender or within 2 (two) months from the date of the opening of the financial bids, whichever is earlier. Earnest Money deposit in respect of the successful bidder will be retained with the Council until they submit the Security Deposit. The EMD of the successful bidder will be returned after they submit the Security Deposit as detailed in GTC clause No.10. Or, if the successful desires, the EMD can be converted to SD and the balance amount of SD can be submitted to the Council (i.e. total 10% of the ordered value by adding EMD and balance amount of SD). However, if the successful bidder fails to accept the order after finalization within the date stipulated in the order, the Earnest Money deposit retained with the Council shall be forfeited forthwith after cancellation of the concerned order. Also, if the successful bidder fails to execute the job, after acceptance, strictly as per the Council's drawing & specification in full or part within the stipulated delivery period of the order, the SD will be forfeited. No interest will be paid on the Earnest Money deposited with the Council by the bidders.

## General Information and Instructions

1. The instruction given herein will be strictly binding on the tenderers and deviation, if any will make the tender or tenders liable to be considered invalid. Tenders incorporating additional conditions by the tenderer are liable for rejection.
2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted.
3. The instruction given in “**Annexure-A**” for “**Instruction for Online Bid Submission**” should be strictly followed during submission of the Bid.
4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
5. **Validity of Bids:** The Bids should remain valid for 120 days from the date of Financial bid opening.
6. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection. Conditional tenders will be rejected. Non-compliance of applicable General Information and Instruction will disqualify the Bid.
7. The tenderers should have Digital Signature Certificate (DSC) for filling up the Bids. The person signing the tender documents should be authorized for submitting the on line e-tender.
8. The tenderers shall fill up the Prescribed Format for submission of **Technical (Techno-commercial) Bid as per “Annexure-D”** format duly signed by the authorized signatory. The person signing the tender document should be authorised for submitting the online e-tender.
9. The Financial Bid shall be filled in and signed by the authorized signatory online as per Proforma “**Annexure- E**” available at Central Public Procurement Portal e-tender system website <http://eprocure.gov.in/eprocure/app>. Off line Financial Bid shall not be accepted.
10. Tender must be submitted/uploaded in two separate covers marked Cover-I (Technical Bid) and cover-II (Financial Bid/BOQ). The contents of Cover-I and Cover-II shall be as follows:

### Cover-I

- i. Technical (Techno-commercial) Bid as per “**Annexure - D**” format duly filled in and signed by the authorized signatory with official stamp.
- ii. Scanned Copy of the current and valid Trade License and Dealership Certificate, as applicable, duly self-attested with official stamp.
- iii. Scanned Copy of the current and valid GST Registration Certificate indicating GST Number and PAN Card duly self-attested with official stamp.
- iv. The ‘**UNDERTAKING**’ of the bidder (as detailed in **Annexure-C**) duly signed by the authorized signatory with official stamp.
- v. The ‘**Technical Specification and Drawing**’ as detailed in **Annexure-F** (as a token of acceptance for delivery of materials in accordance to the Council’s Specifications and drawings) duly self-attested with official stamp.

- vi. Scanned Copy of **General Terms & Conditions** as detailed in **Annexure-B** duly self-attested with official stamp as a token of acceptance of the Terms & Conditions.
- vii. Scanned copy of Demand Draft of any nationalised bank, scheduled bank/ online payment transfer receipt towards Earnest Money Deposit (EMD) of Rs 40000.00 of the tender value in Pdf format in favour of national Council of Science Museums payable at Kolkata. Details of the bank details is given below:
  - **Name of Account Holder:** National Council of Science Museums
  - **Account No:** 164201000000491
  - **IFSC Code:** IOBA0001642
  - **Branch:** Salt Lake Sector –V, Kolkata - 700091
  - **Bank Name:** Indian Overseas Bank

Earnest money deposit (EMD) in the form of Bank Guarantee/Bond or any other instrument shall not be accepted and shall be rejected straightway.

- viii. **Bid Security Declaration Form** (As per **Annexure- G**) duly filled and signed in the letter head of the Bidder with official stamp.

In case the bidder fails to submit any of the documents as stated above, the other part of their tender i.e., 'Cover- II' shall not be considered for further download and shall be rejected straightway without any further reference. The Technical Bids and other documents i.e., 'Cover- I' will be downloaded and evaluated at the first stage to select the techno-commercially capable and competent bidders. At the second stage, Financial/Price Bids i.e. 'Cover - II' of only the techno-commercially acceptable offers will be downloaded and evaluated for further ranking before awarding the contract. After opening of 'Cover –I', if all the bids are found techno-commercially unacceptable, the Financial (Price Bid) Bids i.e., 'Cover - II' submitted by the bidders against this Tender shall not be opened/downloaded for obvious reasons.

#### **Cover-II**

The Financial Bid (as per **Annexure- E** format) i.e., Schedule of Price Bid in the form of attached BoQ Proforma duly filled in and digitally signed.

8. The authorities of National Council of Science Museums, who does not bind themselves to accept the lowest tender, reserves the right to reject or accept any or all tenders wholly or partially without assigning and reason whatsoever.

**NATIONAL COUNCIL OF SCIENCE MUSEUMS  
SECTOR-V, BLOCK-GN, BIDHANNAGAR,  
KOLKATA – 700 091.**

**TENDER NO. I-18012/10/23(385)**

**Instructions for Online Bid Submission**

1. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.
2. More information useful for submitting online bids on the CPP Portal may be obtained at <https://eprocure.gov.in/eprocure/app>

**REGISTRATION**

- 1) Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app> ) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

**SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.

- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

#### **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

#### **SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e., on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) A standard Price Schedule format (BOQ) has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

- 4) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 5) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 6) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) Upon the successful and timely submission of bids (i.e., after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 8) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **ASSISTANCE TO BIDDERS**

1. Any enquiries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal helpdesk. The contact number for the helpdesk is 1800 233 7315.

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**NATIONAL COUNCIL OF SCIENCE MUSEUMS  
SECTOR-V, BLOCK-GN, BIDHANNAGAR,  
KOLKATA: 700 091.**

**TENDER NO. I-18012/10/23(385)**

**GENERAL TERMS & CONDITIONS (GTC) FOR SUBMISSION OF TENDER FOR FABRICATION, SUPPLY, FITTING & ASSEMBLING OF OFFICE FURNITURE, PARTITION WORK ETC. AT INNOVATION HUB OF RSC, RANCHI STRICTLY AS PER ENCLOSED TECHNICAL SPECIFICATION AND DRAWING ANNEXURE-F.**

01. Bidders should have necessary infrastructure and facilities so as to take up the job of supply of the tendered items strictly as per enclosed specifications with required financial capability.
02. Price:

The prices and rates indicated/quoted shall be inclusive of cost of materials, supply, packing, transportation, loading and unloading, if any, fitting, fixing, and all incidental charges to deliver and install the different office furniture **at RSC, Ranchi**. The rate of GST and any other taxes/levies to be imposed on the rate shall be clearly mentioned. Prices and rate quoted shall be firm and fixed for the entire period of execution of the order and no escalation of rate on any ground whatsoever shall be applicable. **RATES SHALL BE QUOTED SEPARATELY FOR EACH ITEM OF FURNITURE AS PER BoQ, HOWEVER, ORDER WILL BE PLACED WITH THE BIDDER WHO STAND OVERALL LOWEST FOR ALL THE ITEMS TAKEN TOGETHER FOR COMPATIBILITY AND CONVENIENCE.**
03. The successful bidder shall submit the following: -
  - i. Duplicate copy of the order duly signed and stamped as a token of acceptance of the order within 7 (Seven) days from the date of placement of the order.
  - ii. Security Deposit @10% of the ordered value within 10 days of placement of order.
04. Time is the essence of this tender. Supply of the tendered items as per enclosed drawings and specifications, shall be made at the Innovation Hub of RSC, Ranchi strictly within **45 (Forty-Five) days** from the date of placement of the order. For non-compliance of the terms and non-delivery of the tendered items, complete in all respects within the above stipulated delivery period, the Council shall have the right to cancel the order and the decision in this regard taken by the Council shall be final and binding on the successful bidder.

However, the Council may extend the time of delivery of the ordered items at their discretion on the application of the successful tenderer for such purpose provided that the Council considers the reason for such extension as goods, sufficient and acceptable.

**Note: All items must be passed through Pre-Dispatch Inspection and Post-Delivery Inspection in due course by the technical team of NCSM and the same should be arranged by the vendor/manufacturer.**

**05. Eligibility Criteria**

The agency must fulfil the criteria mentioned below and submit the documents in support of the following:

**Financial:** Average financial turnover during the last 03 (three) years should be at least Rs.8.00 lakh during the immediate last three consecutive financial year.

**Technical:** Registration/Empanelment with other Govt. Departments/Agencies, if any please proof of registration/empanelment.

**Experience:** The agency should have experience of having successfully executed similar works with Central/State Govt. Departments, PSU's Autonomous bodies, Reputed Private Sectors (BSE/NSE listed) during the last 07 years ending previous day of last date of submission of the tenders:

**3 (Three)** similar completed works (at least one of them Central/State Govt. Departments, PSU's Autonomous bodies, Reputed Private Sectors each costing not less than Rs 7.00 Lakh.

**2 (Two)** similar completed works (at least one of them Central/State Govt. Departments, PSU's Autonomous bodies, Reputed Private Sectors each costing not less than Rs 10.00 Lakh.

**1 (One)** similar completed works (at least one of them Central/State Govt. Departments, PSU's Autonomous bodies, Reputed Private Sectors, each costing not less than Rs 13.00 Lakh.

06. The Council may extend the time of delivery of the ordered items at their discretion on the application of the successful bidder for such purpose provided that the Council considers the reasons for such extension as good, sufficient and acceptable.

07. Every effort should be made to complete the supply by the successful bidder within the specified time schedule. In case the firm fails to comply with Clause No. 04 within the specified time schedule as per the finalized and accepted terms & conditions, the Council shall have the right to either impose penalty clause or cancel the order forth with and take appropriate action as deem fit by the Council. The decision of the Council in this regard shall be final and binding on the successful bidder.

**08. Payment terms**

No advance payment shall be made by the Council under any circumstances. Digital Payment (e-Payment) through RTGS/NEFT etc. shall be released within 30 (thirty) working days from the date of receipt of Invoice/Bill (supplies covered under of **clause No.04**), duly supported by receipted challan subject to satisfactory inspection report of the ordered work issued by the competent authority of the Council. Invoice should be submitted indicating the GST Registration number, Name of the Banker, IFSC Code, Account number, RTGS and Swift number of the

banker etc. for releasing e-payment to the supplier. Please note that since this is a fabrication job which includes supply and installation, statutory deductions such as TDS etc. as per government rules will be deducted from the bill.

09. **Defect Liability Period:** Defect Liability Period shall be **One year** from the date of satisfactory completion of the supply and installation of the furniture, partition work etc, at Innovation Hub of Ranchi Science Centre as certified by the authorities of NCSM. If any defect of material or workmanship is noticed on any of the furniture during this period of one year, the same shall be rectified by the successful bidder at their cost within a reasonable time as fixed by NCSM, failing which necessary action as deem fit by NCSM shall be taken and the same shall be binding on the successful bidder.

10. **Security Deposit during Defect Liability period**

(a) In the event of successful tenderer, 10% of the tendered/contract value shall retained by the museum as security deposit for 1(one) year from the date of actual completion of the work.

(b) Security Deposit shall be 10% of the total gross value of the contract and the same shall be deposited within 10 days of placement of order by the successful bidder. Security deposit shall be retained till defect liability period i.e. 12 (twelve) months from the date of actual completion of the work. The contractor shall be liable to replace/repair any defects in fabrication and installation work that may be noticed within this Defect Liability period, free of cost.

(c) The Security Deposit shall be released after expiry of the defect liability period (defect liability period shall be 12(twelve) months from the date of final completion of work, as certified by NCSM). No interest shall be paid on the Security Deposit retained with the Council.

11. If it is noticed that the goods supplied do not conform to the specification of the order, the Council shall have the right to reject the materials in part or full. The supplier shall be liable to replace the rejected materials within the stipulated time. Till the replacement is done, the rejected materials shall be lying at the risk, cost and responsibility of the supplier. If the supplier does not arrange to replace the rejected materials within the stipulated time, the same may be disposed off at the risk of the supplier and in the manner which the Council will deem fit. The Council shall be entitled to retain the proceeds of the disposal either in part or in full towards expenses incurred on storage, handling and disposal of the materials. The Council shall also be entitled to recover the expenses made by them on account of storage & handling of such rejected goods till the goods are removed from the premises of the Council.

12. The authorities of the National Council of Science Museums reserve the right to amend, alter or modify the terms & condition mentioned above, if necessary, from time to time.

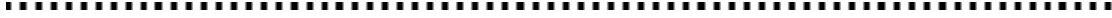
13. The authorities of National Council of Science Museums, who does not bind themselves to accept the lowest tender, reserves the right to reject or accept any or all tenders wholly or partially without assigning and reason whatsoever.

14. The quantities specified in the tender may be decreased or increased at the sole discretion of NCSM authorities.

15. All disputes and differences between the successful bidder and the Council of any kind except quality of workmanship and materials whatever arising out of or in connection with the order on carrying out the supply (whether during the progress of the work or after their completion and whether before or after the determination, abandonment

or breach of the Terms & conditions of the order) shall be referred to the sole arbitration of a person nominated by the Director General, National Council of Science Museums, whose decision in this regard will be final and binding on both the successful bidder and the Council.

The provisions of the Arbitration and Reconciliation Act 1996 or any statutory modification or re-enactment thereof and of the rules made there under for the time being in force shall apply to arbitration's proceedings under this Clause.



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**TENDER NO. I-18012/10/23(385)**

**DECLARATION**

We do hereby accept the “General Terms & Conditions” as provided by the National Council of Science Museums along with the Tender documents for Fabrication, Supply, Fitting & Assembling of office furniture, partition work etc. and also under take to supply the said materials at the Innovation Hub of Ranchi Science Centre, Jharkhand strictly as per Technical Specification and Drawing Annexure-F of National Council of Science Museums as provided along with the tender documents, in the event of placement of any order on us. The Council shall be at liberty to cancel the order in full or part, in the event of failure of the above declaration made by us and forfeit the EMD and/ or Security Deposit.

Signature of the Bidder / Constituted Attorney.

**NATIONAL COUNCIL OF SCIENCE MUSEUMS  
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**TENDER NO. I-18012/10/23(385)**

**TECHNICAL (Techno-Commercial) BID**

**Note: ALL PARTICULARS / INFORMATIONS SHOULD BE GIVEN IN THE FOLLOWING  
FORMAT WITH COMPLETE DETAILS.**

- 01 (A) Name & Address of the Firm/Bidder :  
Telephone Number Office :  
E- mail id :  
Name & mobile number of contact :  
person :
- (B) Address and contact number of :  
Ranchi Office, if any :
- 02 i) Back ground details of the firm (State :  
whether original manufacturer/ direct  
dealer of the manufacturer)  
ii) In case of direct dealers, submit copy :  
of valid dealership license issued by the  
manufacturer :
- 03 Man Power set up of the firm :
- 04 Past experience in such business for last :  
3 years giving details of established  
clients especially Government offices.  
Submit Work Order & Satisfactory  
Certificate issued by such clients and  
Government offices :
- 05 i) Whether capable to supply, fixing & :  
fitting the tendered item of different  
office furniture, partition etc. strictly  
as per enclosed technical  
specification and Drawing Annexure-  
F (Please mention 'YES' or 'NO')  
ii) If it is mentioned 'NO' above, submit :  
detailed deviation to be made from  
the enclosed technical specification.  
(Extra sheet may be attached, if  
required).

06. State the Name & Address of the :  
Manufacturer whose product (indicating  
Model Number etc., if any) has been  
offered / quoted by the tenderer.
- 07 Submit the documentary evidence :  
regarding execution of latest contract of  
similar nature and magnitude of order  
value as mentioned in **Eligibility Criteria**.
- 08 Proof of financial status of the company/ :  
audited Balance Sheet for last 3 years  
indicating annual turnover as well  
(Submit documentary evidence).
- 09 Minimum down time to handle :  
breakdown calls and /or any sort of  
emergencies.
- 10 Whether agreed to accept 30 days credit :  
Payment Terms? (Please mention 'YES'  
or 'NO').
- 11 Minimum time required to supply, :  
fitting & fixing the tendered equipment  
at Ranchi Science Centre.
- 12 Mention GST Registration Number and :  
PAN Number and attach current valid  
GST/PAN Certificates.
- 13 Whether agreed to supply and install :  
tendered item list positively by 45 days  
and failing which ready to absorb heavy  
penalty, if any order is placed on the  
bidder after observing tender  
procedure. (Please mention 'YES' or  
'NO').
14. Bank details of the firm indicating name :  
of bank, account number, IFSC Code etc.

I/We hereby declare that the above statements are true. I/We also declare that the decision of National Council of Science Museums regarding selection of eligible firms for opening of Financial Bid (Part-II) shall be final and binding on me/us.

**Date:**  
**Official Seal**

**Signature of the Tenderer/Constituted Attorney**

(To be typed in official letter head duly signed with official stamp.)

## **Bid-Securing Declaration**

**TENDER No. I/18012/10/23(385)**

Date: \_\_\_\_\_

We, the undersigned, declare that:

We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with the NCSM or its units for the period of time of 3 years starting on **March 31, 2024**, if we are in breach of our obligation(s) under the bid conditions, because we:

- (a) have withdrawn our Bid during the period of bid validity specified in the Letter of Bid;
- or
- (b) having been notified of the acceptance of our Bid by the NCSM during the period of bid validity, (i) fail or refuse to execute the Contract, if required, or (ii) fail or refuse to furnish the **Performance Security**, as stipulated in NIT.

We understand this Bid-Security Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or(ii) twenty-eight days after the expiration of our Bid.

Signed: [Signature & Seal of the bidder]

Name: [insert complete name of person signing the Bid-Securing

Declaration] Duly authorized to sign the bid for and on behalf of: [insert

complete name of Bidder] Dated on \_\_\_\_ day of \_\_\_\_\_ [insert date of

signing] Corporate Seal (where appropriate)

[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid.]