

RailTel's Bid-Specific Additional Terms & Conditions

Information to Bidder for the “Supply, Installation & Commissioning of Office furniture including Work stations, Chairs, Conference Table Side Table Sofa and Pedestal for storage in RailTel Western Region office at Mahalaxmi, Mumbai”.

Ref: GeM Bid No. GEM/2024/B/4812018

Dated: 03.04.2024

- The item/items in this bid should be quoted as per the technical specifications. *The details of the specifications along with consignee/site details are also available on the website www.railtelindia.com*

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TReDS feature available	Yes, on m1xchange portal (url: https://www.m1xchange.com)
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1. In the specification wherever support for a feature has been asked for, it will mean that the feature should be available without RailTel requiring any other hardware. Thus, all hardware required for enabling the support/feature shall be included in the offer. The technical specifications are mentioned in **Annexure-I**.
2. OEM or Authorized dealer/ distributor/ Partner/ Trader authorized by OEM specific to this bid should have a registered office in India to provide sales and 24x7 support in India. The certificate to this effect should be submitted.
3. In case the bidder is an Authorized dealer/ distributor/ Partner/ Trader authorized by OEM specific to this bid, a certificate from the OEM to this effect should be submitted as per **Annexure-II** (MAF).
4. The GSTIN ID of the vendor should be provided from where goods will be supplied.
5. **Delivery Period, Consignee Address and inspection**
 - 5.1 **Delivery Period:** The supplier will have to supply, Installation & Commissioning the material within **30 days** from the date of issue of the confirmed PO.
 - 5.2 **Material would be delivered on 3rd Floor of the RCIL-Office building** without any charge.
 - 5.2.1 If the supplier fails to deliver the stores or any installment thereof within the period fixed for such delivery in the contract or as extended or at any time repudiates the contract before the expiry of such period the Purchaser may without prejudice to his other rights recover from the Contractor, as agreed, the LD a sum equivalent to 0.5 (half) per cent of the prices of any stores (including elements of taxes, duties, freight, etc.) which the Contractor has failed to deliver, within the period fixed for delivery in the contract or as extended for each week or part of a week, during which the delivery of such stores may be in arrears, where delivery thereof is accepted, after expiry of the aforesaid period. The upper limit for recovery of liquidated damages will be 10% (Ten Percent) of the Total contract value provided in the contract.

5.2 Name of locations for Consignee Address: As per the **Annexure-V**.

5.3 Inspection will be done by Consignee.

6 Estimated costs of tender & Earnest Money Deposit (EMD):

6.1 **Estimated cost of tender:** The estimated cost of the Tender is **Rs. 13,16,586/-** (Incl. GST).

6.2 **Earnest Money Deposit (EMD): Rs 27,000/-** with Payment online through RTGS/ internet banking in Beneficiary name RailTel Corporation of India Limited Account No. 11037321307, IFSC Code SBIN0001821, Bank Name: State Bank of India, Branch address: Churchgate Branch, Maharshi Karve Marg, Mumbai- 400020.

6.2.1 The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category. **Under the MSE category, only manufacturers of goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.**

6.2.2 No exemption is, however, applicable to these units from payment of security deposit/ Performance Bank Guarantee.

6.2.3 **The Bid received without EMD/ documentary proof of exemption of EMD as per the above clause will be summarily rejected.**

6.2.4 Earnest Money of the unsuccessful bidder will be discharged/returned as promptly as possible. No interest shall be payable on the EMD.

6.3 RailTel is registered with the m1xchange TReDS platform having buyer registration number "BUYER00001496". The URL for the m1xchange platform is <https://m1xchange.com>. MSE suppliers/vendors are required to register themselves on the m1xchange platform to avail of the facility of bill discounting on the TReDS portal. The bidder is mandatorily required to submit its TReDS registration number (as provided by m1xchange portal) and GRN (Goods/Service Receipt Note) Number (as provided by RailTel on delivery of Goods/Service) while submitting the invoices if required to avail TReDS facility.

6.4 MSE vendor will bear all costs relating to availing the facility of discounting on the TReDS platform including but not limited to Registration charges, Transaction charges for financing, Discounting charges, Interest on financing, or any other charges known by any name shall be borne by MSE vendor.

6.5 MSE vendor hereby agrees to indemnify, hold harmless, and keep RailTel and affiliates, Directors, Officers, representatives, agents, and employees indemnified, from any damages, losses claims, and liabilities (including legal costs) that may arise from Seller submission, posting or display, participation, in any manner, on the TReDS platform or from the use of Services from the Buyer's breach of any of the terms and conditions of the Usage terms or of this agreement and any applicable Law on a full indemnity basis.

- 6.6 RailTel shall not be liable for any special, indirect, punitive, incidental, or consequential damages or any damages whatsoever (including but not limited to damage for loss of profits or savings, business interruption, loss of information), whether in contract, tort, equity or otherwise or any other damages resulting from using TReDS platform for discounting their (MSE Vendor's) invoices.
- 7 This bid complies with the "Public Procurement (preference to make in India) Policy Order, 2017 or latest issued by DIPP and Public Procurement Policy for Micro and Small Enterprises (MSEs) order,2012" or latest issued by MoSME."

The bidders claiming the preference have to submit relevant documents prescribed under the relevant order.

8 Security Deposit /Performance Bank Guarantee:

The successful tenderer shall submit a security deposit in the form of DD or irrevocable Bank Guarantee from any scheduled bank for the due fulfillment of the contract as per the details given below:

Security Deposit/Performance Bank Guarantee @ **05%** of the total value of Purchase Order. Performance Security is to be furnished by a specified date [generally 30 (thirty) days after notification of the award] and it should remain valid for a period of 90 (ninety) days beyond the date of completion of all contractual obligations of the supplier, including warranty obligations allowing claim period of one year (in the event of forfeiture of the bank guarantee) on top of the guarantee period. PBG format specified in **Annexure-IV**.

- i. Successful tenderer is required to furnish a security deposit within 30 days of the issue of LOA/PO failing which a penal interest of 15% per annum shall be charged for the delay period i.e. beyond 30 (thirty) days from the date of issue of LOA/PO. The performance security should cover the warranty period as per the tender conditions and with a 3-month extension.
- ii. The security deposit/PBG shall be submitted to RCIL/WR, Mumbai.
- iii. Refund of SD/PBG: The Security Deposit for the execution of work shall be released after a period of 12 months after the warranty and submission of "No Claim Certificate.

Note:

1. Any Performance security up to a value of Rs. 5 Lakhs is to be submitted through online transfer only
2. No interest shall be paid on the amount of Performance Security held by RailTel, at any stage.

9. Eligibility Criteria:

9.1 Technical Eligibility for Bidder:

The tenderer must have completed any of the following during the last 07 (seven) years, ending the last day of the month previous to the one in which the tender is invited:

- Three similar works each costing not less than the amount equal to 30% of the advertised value of the tender, or
- Two similar works each costing not less than the amount equal to 40% of the advertised value of the tender, or
- One similar work each costing not less than the amount equal to 60% of the advertised value of the tender.

Similar Work- Supply, Installation & Commissioning of Office furniture, and the firm should have experience working in Central and State Governments / PSUs

Note-: A work experience certificate from a private individual shall not be considered. However, in addition to work experience certificates issued by any Govt. Organization, PSU or any reputed Telecommunications Company (TELCO), work experience certificate issued by a publicly listed company having average annual turnover of Rs 500 crore and above in last 3 financial years excluding the current financial year, listed on National Stock Exchange (NSE) or Bombay Stock Exchange (BSE), incorporated/registered at least 5 years before the date of opening of tender, shall also be considered provided the work experience certificate has been issued by a person authorized by the Public listed company to issue such certificates.

In case the tenderer submits a work experience certificate issued by a publicly listed company, the tenderer shall also submit along with the work experience certificate, the relevant copy of the work order, bill of quantities, bill-wise details of payment received duly certified by Chartered Accountant, TDS certificates for all payments received and copy of final/last bill paid by the company in support of above work experience certificate.

9.2 Financial Criteria for Bidder:

The bidder should have a minimum cumulative turnover from operation in the previous three financial years and the current financial year, at least 150% of the advertised value of the tender. The tenderers shall submit Certificates to this effect which may be an attested Certificate from the concerned department/client or an Audited Balance Sheet duly certified by the Chartered Accountant/Certificate from the Chartered Accountant duly supported by the Audited Balance Sheet. The contact details of the CA/Statutory Auditor along with UDIN No. shall be mandatorily mentioned on the copy of the certified Balance Sheet/Certificate.

Note: Client certificate from other than Govt. The organization should be duly supported by Form 16A/26AS generated through TRACES of the Income Tax Department of India.

9.3 Bidder should have authorization specific to this tender from the respective OEM as per **Annexure II**. If OEM is directly participating in the Bid, self-declaration in this connection is required to be submitted.

9.4 Bidder should not have been banned/blacklisted by any Govt./Semi Govt./PSU/State Govt./Any Telecom entity in India for the supply of the material. An undertaking to this effect signed by the authorized signatory is to be submitted by the Bidder.

10. Variation of Quantities at the Time of Award

- i. The purchaser reserves the right to increase or decrease the quantity to be ordered up to 30 percent at the time of placement of the contract. The purchasers also reserve the right to increase the ordered quantity by up to 30% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.
- ii. The provision of + (plus) 30% Option Clause shall be applicable as a Special Condition of Contract with a minimum purchase value of Rs. 1.5 Crores, for fixed quantity contracts, for procurements of materials of which the requirements are continuing. However, such a threshold for inclusion of Option Clause may be decided by RailTel as deemed fit.

11. Warranty:

1. The materials are to be warranted for 12 months from the date of delivery.
2. During the warranty period if the complaint is not attended to within 48Hrs 0.5% of faulty material per week will be levied.

12. Payment Conditions: -

The following documents are to be submitted for payment:

- Original Tax Invoice. (With separate Tax amount, containing POS, RailTel GSTN, and Supplier GSTN).
- Delivery Challan/E-waybill
- Warranty certificate of OEM
- Performance Bank Guarantee
- 100% against delivery of material and Installation and commissioning.
- Material received in good condition Certificate
- Commissioning certificate of supplied materials issued by RailTel executive.

13. Any changes in the statutory taxes and duties during the contract period shall be on the RailTel account with the original DOC. Beyond DOC, changes in statutory taxes & duties shall be on RailTel's account only when delay in the account of RailTel.

- 14.** The tenderers shall submit a notarized affidavit on a non-judicial stamp paper stating that they are not liable to be disqualified and that all their statement/documents submitted along with the bid are true and factual. The standard format of the affidavit to be submitted by the bidder is enclosed as **Annexure-III. Non-submission of a notarized affidavit by the bidder shall result in summarily rejection of his/their bid.** It shall be mandatorily incumbent upon the tenderer to identify the state and submit the supporting **documents duly self-attested** by which they/he is qualifying the Qualifying Criteria mentioned in the Tender Document. It will not be obligatory on the part of the Tender Committee to scrutinize beyond the submitted document of the tenderer as far as his qualification for the tender is concerned.

The RailTel (RCIL) reserves the right to verify all statements, information, and documents submitted by the bidder in his tender offer, and the bidder shall, when so required by the RailTel (RCIL), make available all such information, evidence, and documents as may be necessary for such verification. Any such verification or lack of such verification by the RailTel (RCIL) shall not relieve the bidder of its obligations or liabilities hereunder nor will it affect any rights of the railway thereunder.

In case of any wrong information submitted by the tenderer, the contract shall be terminated. Performance Guarantee (PG) of contract forfeited and agency barred for doing business on RailTel (RCIL).

15 Online Submissions:

The bidder is required to upload and submit the following documents online before the due date & time of the bid. The due date & time for closing the bid as per GeM Bid and the bid will be opened as per GeM Bid.

- (i) EMD.
- (ii) Clause-wise compliance along with all mentioned documents/annexures for all clauses of GeM Bid and ATC (Information to bidder) documents.
- (iii) Data Sheet of offered item/equipment.
- (iv) Financial (Certified copies of audited balance sheets/annual reports of the last three preceding financial years) and Technical Eligibility Criteria documents.
- (v) Technical Compliance of all Specifications of items as per ATC documents.
- (vi) Proof of document required against Eligibility criteria of OEM and Bidder vide para -9.
- (vii) MAF/OEM Authorization as per **Annexure II.**
- (viii) Notarized affidavit on a non-judicial stamp paper as per **Annexure-III.**
- (ix) Duly notarized Power of Attorney in the name of the authorized signatory as per Clause No. 19
- (x) NIL deviation declarations as per **Annexure- VI.**
- (xi) Self-Certification under preference to "MAKE IN INDIA" Policy as **Annexure-VII.**

16. Offline submissions:

Original copies of documents shall be submitted by the tenderer offline at RailTel Corporation of India Western Railway Microwave Complex, Senapati Bapat Marg Mahalaxmi (West) Mumbai - 400013 at any point of time whenever asked for verification. In case the original is not produced before the provided due date, the bid may be rejected.

17. Make in India

The provisions of the Public Procurement (Preference to Make in India) Order 2017 dated June 15, 2017 (or subsequent revisions, if any) by the Department of Industrial Policy and Promotion, GoI shall apply to this tender to the extent feasible. Minimum Local Content for SOR items shall be 50% for purchase preference as per the Notification No. 18-10/2017-IP dated 29th August 2018 issued by the Department of Telecommunications, Ministry of Communications, or as per the latest notification. The bidder shall be required to give a self-certification in his bid that the item offered meets the local content and shall give details of the location(s) at which the local value addition is made. Bidder should submit Self Certification under preference to "MAKE IN INDIA" Policy as **Annexure-VII**.

In case of any false declaration, action shall be taken in line with the provisions of the PPP-MIII order.

In cases of procurement for a value excess of Rs. 10 crores, the 'Class-I local supplier/ Class-II local supplier' shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.

18. Power of Attorney

Power of attorney in favor of the signatory duly authorizing the signatory shall be submitted online before the due date and time of submission of the e-Tender and an Original copy is needed to be submitted by the successful bidder as per clause-16 above.

- Note:**
- 1) The bidder is required to give the acceptance of all the clauses of the **GeM bid, ATC**, and RailTel's Bid Specific **ATC** document. Any deviation/ non-acceptance may lead to rejection of the bid.
 - 2) Information to Bidder viz. corrigendum/ addendum/ amendments etc. for this bid shall be posted on www.railtelindia.com and GeM only.
 - 3) This bid is governed by the Specific Additional Terms & Conditions and General Terms & Conditions laid down by the GeM against **GeM Bid No: GEM/2024/B/4812018**.
 - 4) After the opening of the technical bid no correspondence/ submission of documents made at the initiative of the bidder will be entertained. However, the purchaser can, if required, ask for clarifications in writing which need to be submitted before a target date. The clarifications submitted as required by the purchaser before the target date will be considered.
 - 5) **In case, of any contradiction between GeM Bid, Additional Terms & Conditions, RailTel's Bid Specific Additional Terms & Conditions, and General Terms & Conditions, RailTel's Bid Specific Additional Terms & Conditions will prevail.**

Annexure-I

SCHEDULE OF REQUIREMENTS AND TECHNICAL REQUIREMENTS & SPECIFICATIONS

- i. The Furniture product should have a service life for the next 05 Years from the date of delivery.

ATC

Additional Parameters 1	OEM of the Product should have valid ISO 9001:2015, ISO 45001:2018, and ISO 14001:2015 certificates from NABCB accredited agency only.
Product Certificates	Bidder must submit a valid Green Guard (UL/UK) BIFMA, Green Pro/Green CO.

	ITEM Description	HSN CODE	UNIT	Qty	Basic Rate	GST	Total Amount in Rs.
1	Cabin Table (Type I)			1			
2	Cabin Table (Type II)			2			
3	Executive Table (Type III)			1			
4	Modular Curvilinear Workstation			7			
5	Modular Linear Workstation			7			
6	Executive High Back chair (Type I)			1			
7	High Back chair (Type II)			4			
8	Storage Unit (Type I)			2			
9	Storage Unit (Type II)			6			
10	High Back chair for (Type III)			7			
11	2-Seater executive sofa			1			
12	Centre Table			4			
13	Conference room table (12-Seater)			1			

Annexure - I**SPECIFICATION****1. Cabin Table (Type I): -
Dimension- 1650Wx1950Dx750Ht**

Providing, assembling, transporting & placing/fixing of modular Executive table consisting of Primary and secondary Surface-These shall be made of 25mm thick pre-laminated Medium Density Board of E2-P2 mm thick both side laminate approved shade confirming to IS- 14587, edge banded with matching 2 mm thick PVC lipping. The table shall have a reinforcement bar MS Tube provided below the table top to avoid sagging and the reinforcement bar tube shall made up of 30x30x1.2 mm thick with approved shade of epoxy Polyester powder coated to the thickness of 60 to 70 microns. Modesty Panel- Made of 18 mm thick pre-laminated MDF Board E2 Grade with BSL laminate board Confirming to IS-14587 with 2 mm thick PVC edge banding in approved shade. Modesty shall have a T-Profile Aluminum strip as a design element for an elegant look. Modesty shall come with a dual-tone finish for a Decorative look. Under the structure made of 25mm thick pre-laminated MDF Board of Interior grade and approved shade confirming to IS- 14587, edge banded with matching 2 mm thick PVC lipping. Metal leveler shall be provided at the bottom of the understructure to adjust the uneven floor level up to 5-10 mm.

Wire Management- For wire management, Access Flap shall provide on tabletop and access flap shall make up of CRCA Sheet with 1.2 mm thick Grade-IS 513:2008 with an approved shade of Epoxy Polyester Powder coated to the thickness of 60 to 70 microns. Access flaps have a size of a minimum of 350-400 mm to fit the 10 Modules of electrical modules approved by the architects. Switch Mounting Box shall made up of a CRCA sheet 1.2 mm thick of Grade-513:2008 in an approved shade of Epoxy Polyester Powder coated to the thickness of 60 to 70 microns. Wire shall move from ground to table top through the Vertebrae and Vertebrae shall made up of ABS Plastic with Size 850LxDia 65 mm for movement of more nos of wires.

Integrated Pedestal-The pedestal unit size of 400 (w) X 500(d) X 725 (ht)mm. The pedestal units shall be made out of an 18 mm thick MDF board of Interior Grade for the Body shell, Drawer Facia, and Back of Storage in approved shade confirming to IS-14587, Edge banded with matching 2 mm thick PVC lipping. The Pedestal construction is BOX-BOX-FILE type. The pedestal Unit should be provided with two drawers 140mm to 150 mm in height and the remaining space should be made third drawer, all the drawers should be slide with s drawer double telescopic channel. Drawers have a soft closing & anti-slam mechanism. Handles are provided for ease of opening. Pedestal shall have a centralized locking system. Pedestal shall integrate with the Secondary Surface.

**2. Cabin Table (Type II): -
Dimension- 1800Wx2100Dx750Ht**

Providing, assembling, transporting & placing/fixing of modular Executivetable consisting of Primary and secondary Surface-These shall be made of 25mm thick pre-laminated Medium Density Board of E2-P2 mm thick both side laminate approved shade confirming to IS- 14587, edge banded with matching 2 mm thick PVC lipping. The table shall have reinforcement bar MS Tube provided below the table top to avoid the sagging and reinforcement bar tube shall made up of 30x30x1.2 mm thick with approved shade of epoxy Polyester powder coated to the thickness of 60 to 70 microns. Modesty Panel- Made of 18 mm thick pre-laminated MDF Board E2 Grade with BSL laminate board Confirming to IS-14587 with 2 mm thick PVC edge banding in approved shade. Modesty shall have a T-Profile Aluminium strip as a design element for an elegant look. Modesty shall come with a dual-tone finish for a Decorative look. Under the structure of 25mm thick pre-laminated MDF Board of Interior grade and approved shade confirming to IS- 14587, edge banded with matching 2 mm thick PVC lipping. Metal leveler shall be provided at the bottom of the

understructure to adjust the uneven floor level up to 5-10 mm.

Wire Management- For wire management, Access Flap shall provide on tabletop access flap shall made up of CRCA Sheet with 1.2 mm thick Grade-IS 513:2008 with an approved shade of Epoxy Polyester Powder coated to the thickness of 60 to 70 microns. Access flaps have a size of a minimum of 350-400 mm to fit the 10 Modules of electrical modules approved by the architects. The switch Mounting Box shall made up of a CRCA sheet with 1.2 mm thick of Grade-513:2008 in an approved shade of Epoxy Polyester Powder coated to the thickness of 60 to 70 microns. Wire shall move from ground to table top through the Vertebrae and Vertebrae shall made up of ABS Plastic with Size 850LxDia 65 mm for movement of more nos of wires.

Integrated Pedestal-The pedestal unit size of 400 (w) X 500(d) X 725 (ht)mm. The pedestal units shall be made out of an 18 mm thick MDF board of Interior Grade for the Body shell, Drawer Facia, and Back of Storage in approved shade confirming to IS-14587, Edge banded with matching 2 mm thick PVC lipping. The Pedestal construction is BOX-BOX-FILE type. The pedestal Unit should be provided with two drawers 140mm to 150 mm in height and the remaining space should be made third drawer, all the drawers should be slide with s drawer double telescopic channel. Drawers have a soft closing & anti-slam mechanism. Handles are provided for ease of opening. Pedestal shall have a centralized locking system. Pedestal shall integrate with the Secondary Surface.

3. Executive Table (Type III): - Dimension- 2100Wx2100Dx750Ht

Providing, assembling, transporting & placing/fixing of modular Executive Table consisting of Primary and secondary Surface- These shall be made of 25mm thick pre-laminated Medium Density Board of E2-P2 mm thick both side laminate approved shade confirming to IS- 14587, edge banded with matching 2 mm thick PVC lipping. The table shall have a reinforcement bar MS Tube provided below the table top to avoid sagging and the reinforcement bar tube shall made 30x30x1.2 mm thick with an approved shade of epoxy Polyester powder coated to the thickness of 60 to 70 microns. Modesty Panel- Made of 18 mm thick pre-laminated MDF Board E2 Grade with BSL laminate board Confirming to IS-14587 with 2 mm thick PVC edge banding in approved shade. Modesty shall have a T-Profile Aluminum strip as a design element for an elegant look. Modesty shall come with a dual-tone finish for a Decorative look. The understructure of 25mm thick pre-laminated MDF Board of Interior grade and approved shade confirming to IS- 14587, edge banded with matching 2 mm thick PVC lipping. Metal leveler shall be provided at the bottom of the understructure to adjust the uneven floor level up to 5-10 mm.

Wire Management- For wire management, Access Flap shall provide on tabletop and access flap shall made up of CRCA Sheet with 1.2 mm thick Grade-IS 513:2008 with an approved shade of Epoxy Polyester Powder coated to the thickness of 60 to 70 microns. Access flaps have a size of a minimum of 350-400 mm to fit the 10 Modules of electrical modules approved by the architects. The switch Mounting Box shall made up of a CRCA sheet 1.2 mm thick of Grade-513:2008 in an approved shade of Epoxy Polyester Powder coated to the thickness of 60 to 70 microns. Wire shall move from ground to table top through the Vertebrae and Vertebrae shall made up of ABS Plastic with Size 850LxDia 65 mm for movement of more nos of wires.

Integrated Pedestal- The pedestal unit size of 400 (w) X 500(d) X 725 (ht)mm. The pedestal units shall be made out of an 18 mm thick MDF board of Interior Grade for the Body shell, Drawer Facia, and Back of Storage in approved shade confirming to IS-14587, Edge banded with matching 2 mm thick PVC lipping. The Pedestal construction is BOX-BOX-FILE type. The pedestal Unit should be provided with two drawers 140mm to 150 mm in height and the remaining space should be made third drawer, all the drawers should slide with s drawer double telescopic channel. Drawers have a soft closing & anti-slam mechanism. Handles are provided for ease of opening. Pedestal shall have a centralized locking system. Pedestal shall integrate with the Secondary Surface.

4. **Modular Curvilinear Workstation- Transform Workstation Dimension: - 1500W1x1500W2x600x750/1200ht. + Pedestal**

Providing, assembling, transporting & placing/fixing of Partition Based Modular Workstation with specifications.

Partition and Frame- Partition shall made up of anodized aluminum grade – TS 6063 with a thickness of 60 mm with an approved shade of Epoxy Powder Coated shade of thickness of 60 to 70 microns. The overall height of the partition shall be 1200 mm HT and the height of the partition includes 100mm skirting, and 2 modules of 550mm the partition shall divide into two tiles and come with a Marker Board and Pinup Fabric Option as per design as directed by the Site Engineer. The Marker Board shall made up of an 8 mm thick MDF Board with a High Glossy Marker sheet pasted over the MDF Board and the Fabric shall come with 340 GSM confirming BS EN 1021-1:1994 and BS 7176:1995 (Low Hazard).

Wire Management- Two raceways shall be provided along the workstation. Both raceways shall have 100mm Ht. to be provided for cable management above the table top for the electrical module and another at the skirting level for LAN/telephone. The raceway shall be made up of anodized aluminum grade – TS 6063 with an approved shade of Epoxy Powder Coated to thickness of 60 to 70 microns. To provide necessary cut out for the electrical module/Data by the supplier as directed and as per drawing by the Site Engineer.

Table Top and Gable End- Made of 25mm thick pre-laminated particle board of Interior grade (PLB22) with one side laminate approved shade confirming to IS- 12823:1990, edge banded with matching 2 mm thick PVC lipping. The table top should be fixed with suitable brackets made out of 1.2mm thick anodized aluminum grade – TS 6063 with an approved shade of Epoxy Powder Coated to the thickness of 60 to 70 microns.

Pedestal- Pedestal shall come with a Central Locking with the size of 400(w)X450(d)X650(ht)mm. The pedestal units shall be made out of 0.8 thk CRCA for the Body Shell with Epoxy Polyester Powder coated to the thickness of 50 microns (+/-10). tray, Front Side Stiffener, Rear Side Stiffener & Bottom, 1.2 thk CRCA Top Stiffener & Bottom stiffener. For Drawer pulling, a side-wise tapered recess is provided in the shell behind Drawer Fronts. The Pedestal construction is BOX-BOX-FILE type. The pedestal Unit should be provided with two drawers 140mm to 150 mm in height and the remaining space should be made third drawer, all the drawers should be slide with s drawer double telescopic channel. Drawers have a soft closing & anti-slam mechanism. Handles are provided for ease of opening. Pedestal with lockable Castors mounted below the body shell for Free Standing Pedestal.

5. **Modular Linear Workstation- Transform Workstation: - Dimension-1200Wx600x750/1200ht. +Pedestal**

Providing, assembling, transporting & placing/fixing of Partition Based Modular Workstation with specifications.

Partition and Frame- Partition shall made up of anodized aluminum grade – TS 6063 with a thickness of 60 mm with an approved shade of Epoxy Powder Coated shade of thickness 60 to 70 microns. The overall height of the partition shall be 1200 mm HT and the height of the partition includes 100mm skirting, and 2 modules of 550mm the partition shall divide into two tiles and come with a Marker Board and Pinup Fabric Option as per design as directed by the Site Engineer. The Marker Board shall made up of an 8 mm thick MDF Board with a High Glossy Marker sheet pasted over the MDF Board and the Fabric shall come with 340 GSM confirming BS EN 1021-1:1994 and BS 7176:1995 (Low Hazard).

Wire Management- Two raceways shall be provided along the workstation. Both raceways shall have 100mm Ht. to be provided for cable management above the table top for the electrical module and another at the skirting level for LAN/telephone. The raceway shall be made up of anodized aluminum grade – TS 6063 with an approved shade of Epoxy Powder Coated to the thickness of 60 to 70 microns. To provide necessary cut out for the electrical module/Data by the supplier as directed and as per drawing by the Site Engineer.

Table Top and Gable End- Made of 25mm thick pre-laminated particle board of Interior grade with one side laminate approved shade confirming to IS- 12823:1990, edge banded with matching 2 mm thick PVC lipping. The table top should be fixed with suitable brackets made out of 1.2mm thick anodized aluminum grade – TS 6063 with an approved shade of Epoxy Powder Coated to the thickness of 60 to 70 microns.

Pedestal- Pedestal shall come with a Central Locking with the size of 400(w)X450(d)X650(ht)mm. The pedestal units shall be made out of 0.8 thk CRCA for the Body Shell with Epoxy Polyester Powder coated to the thickness of 50 microns (+/-10). tray, Front Side Stiffener, Rear Side Stiffener & Bottom, 1.2 thk CRCA Top Stiffener & Bottom stiffener. For Drawer pulling, a side-wise tapered recess is provided in the shell behind the Drawer Fronts. The Pedestal construction is BOX-BOX-FILE type. The pedestal Unit should be provided with two drawers 140mm to 150 mm in height and the remaining space should be made third drawer, all the drawers should be slide with s drawer double telescopic channel. Drawers have a soft closing & anti-slam mechanism. Handles are provided for ease of opening. Pedestal with lockable Castors mounted below the body shell for Free Standing Pedestal.

6. Executive High Back Chair (Type I): - Overall Dimension- 700 W x 730 D x 1190/1310H

Providing, assembling, transporting & placing in position High Back Executive revolving office chair with the specifications-

The chair shall have mesh in the back and a High-quality PU foam cushion in the Seat upholstered with high-quality Leatherette. The chair shall have an adjustable armrest with adjustment up to 60 mm. The arm shall made of Polypropylene and the Chair shall have a PU Pad armrest with 3-dimensional Movement (Up-Down, Left, and Right). The chair shall have adjustable lumbar support to adjust the back for extra comfort. The lumbar support consists of a polypropylene pad with moulded polyurethane foam & covered with Leatherette. The Lumbar pad has an adjustment of 30 mm in height with an adjustable tilting mechanism and is designed with the following features.360-degree revolving type.

The chair shall have an advanced Bio synchro mechanism with 3 position-locking facilities at different levels. The seat shall made of 12mm thick hot-pressed ply covered with high-density moulded foam with a density of 45-50Kg/Cu M with a thickness of 50 mm and the seat shall be upholstered with high-quality Leatherette and the back shall come with high-quality of Mesh. The chair shall have a headrest covered with Leatherette with pivot adjustment. The size of the seat and back are back size- 480Wmmx660Hmm and the Seat size- 470Wmmx490Dmm.The chair shall have a BIFMA Level 3 gas lift and height adjustment up to 120 mm. The chair shall have a twin wheel castor star base of PCD Ø 700. Casters Ø50mm made of Nylon and should be 5nos castor.

7. High Back Chair (Type II): - Overall Dimension- 660 W x 660 D x 1250/1350H.

Providing, assembling, transporting & placing in position High Back Executive revolving office chair with the specification,

The chair shall have mesh in the back and a High-quality PU foam cushion in the Seat upholstered with high-quality fabric of 300 GSM confirming BS EN 1021-1:1994 and BS 7176:1995 (Low Hazard). The chair shall have an adjustable armrest with adjustments up to 70mm. The arm shall made of Polypropylene with the size of 240Lx85D and the Chair shall have a PU Pad Arm. The chair shall have adjustable lumbar support to adjust the back for extra comfort. The lumbar support consists of a polypropylene pad with moulded polyurethane foam & covered with polyester fabric. The Lumbar pad has an adjustment of 80mm in height with an adjustable tilting mechanism designed with the following features.

360-degree revolving type. The chair shall have an Auto Weight sensing mechanism with 4 positions locking facility at a different level. The seat shall be made of 12mm thick hot-pressed ply covered with high-density moulded foam with a density of 45-50Kg/Cu M with a thickness of 35mm and the seat shall be upholstered with High-Quality fabric of 300GSM and the back shall come with high quality of Mesh. The size of the seat and back are, back size- 510Wmmx690Hmm and Seat size- 490Wmmx500Dmm. The chair shall have a BIFMA Level 3 gas lift and height adjustment up to 100 mm. The chair shall have a twin wheel castor star base of PCD Ø 640. Casters Ø50mm made of Nylon and should be 5nos castor. The chair shall have an 8 mm back post cover for better support and stability.

**8. Storage Unit (Type I): -
The overall Dimensions of the unit shall be
1200mm (W)x450mm(D)x887.5mm(H).**

The top shall be a wooden top PLB (25 mm add-in unit height). The Rigid Knock Down Construction, Back, Sides, and Door shall be made from 0.7 mm high yield strength CRCA, rest in 0.8 mm CRCA. CRCA - 'D' Grade as per IS-513. Sliding door arrangement shall have a sliding door with a top hanging arrangement to prevent derailment. Each door shall be provided with 2 plastic rollers having steel ball bearings for smooth movement of the door & less noise. Locking shall be 5 5-layer cam locks for safe locking. Handle shall be plastic flush & recessed handle. Shelving shall have Height-wise adjustable shelf mounting. Uniformly Distributed Load Capacity of the shelf is 40 Kg maximum.

Storage unit shall have 2 no. of adjustable half shelves. Accessories optional shall be a cradle with pipes for hanging installed files. Leveller shall be a screwing type leveler with a hex plastic base and the overall finish shall be epoxy polyester coated to the thickness of 50 microns. In the storage unit, A4-size box files can be stored vertically on both shelves.

**9. Storage Unit (Type II): -
The Overall Dimensions of the unit shall be
900mm(W)x450mm(D)x1192.5mm(H).**

The top shall be a wooden top PLB (25 mm add-in unit height). The Rigid Knock Down Construction, Back, Sides, and Door shall be made from 0.7 mm high yield strength CRCA, rest in 0.8 mm CRCA. CRCA - 'D' Grade as per IS-513. Sliding door arrangement shall have a sliding door with a top hanging arrangement to prevent derailment. Each door shall be provided with 2 plastic rollers having steel ball bearings for smooth movement of the door & less noise. Locking shall be a 5-layer cam lock for safe locking. Handle shall be plastic flush & recessed handle. Shelving shall have Height-wise adjustable shelf mounting. Uniformly Distributed Load Capacity of the shelf is 40 Kg maximum.

The storage unit shall have 2 no. of adjustable full shelves. Accessories optional shall be a cradle with pipes for hanging inside files. The leveler shall be a screw-type leveler with a hex plastic base and the overall finish shall be epoxy polyester coated to the thickness of 50 microns. In the storage unit, box files can be stored vertically on both shelves.

10. High Back Chair for Workstation

Providing, assembling & placing in position High back revolving chair - The Seat and Back shall be made of 12 mm thick Ply, upholstered with Fabric, and moulded with High Resilience (HR) Polyurethane foam of 45 kg/m³ density & hardness load 16 kg-f as per IS7888 for 25% compression. The Cushioned back is made of PU Foam upholstered with Fabric. The chair shall have the adjustable type armrest with the 2 D function. The armrest top shall be moulded from PU Pad and mounted onto a drop lift to armrest support. The armrest height is adjustable up to 50 mm. The chair shall have an Active Bio-Synchro Mechanism. The adjustable tilting mechanism is designed with a 360° revolving type, front pivot for tilt with feet resting on the ground and continuous lumbar support, tension adjustment on seating position, 3-position tilt limiter for giving the variable option of angle to the chair. The Seat / back tilting ratio should be 1:2. The mechanism housing is made of MS powder coated. Pneumatic height adjustment has an adjustment stroke of 100 mm. The pedestal of 600 to 650 mm dia. should be made of Nylon with a pitch center Dia of 650mm with castors and fitted with 5 Nos. twin.

11. 2-Seater Executive Sofa, Overall Size: - Width: 1510mm Depth: 850 mm Height: 950 MM Seating Height: 440 mm

Covering Material for Seat and Backrest should be Leatherite Backrest Cushion Material - Foam Density of Cushion of Backrest Material (Kg/Cubic M) 28, Density of Cushion of Seat Material ±3 (Kg/Cubic M) - 35 Total Length - 1510 mm, Total Height - 950mm, Total width - 850mm, Frame Structure Material and size (±1 mm) 18 mm thick Plywood.

12. Centre Table

Supply and Installation of Centre/Corner Table as per the below Specifications – The Under structure of the table shall be welded assembly made of 12 mm Stainless steel Grade SS 202. The top of tables shall be provided with 12 mm thick tinted toughened glass glued with bushes made in SS 202 grade for fixing with Under structure as per guiding image specification and direction of Engineer - in charge.

13. Conference Room Table (12-Seater)

Supply and installation of Modular Conference table (12-seater) of dimensions: 3600x1200Dx750 H. The Conference table top shall be made from 25 mm Thick Pre-laminated Particle board 2mm thick. PVC edge beading. All Side Panels are made from a 25mm Thick Pre-laminated Particle board with 2mm thick PVC lining of the same color on the sides and 0.8mm PVC lining of matching color on the bottom curve. The modesty panels are made from 18mm thick Pre-pre-aminated board with 0.8mm PVC lining of matching color. Centre support Panel: These panels are made from a 25mm thick Pre-Pre-aminated particle board with 2mm PVC Lipping of Matching Color on the sides and 0.8mm PVC Lipping of matching color on the bottom curve.

Wire Management- For wire management, the Access Flap shall be provided on the tabletop, and the access flap shall be made up of CRCA Sheet with 1.2 mm thick Grade - IS 513:2008 with an approved shade of Epoxy Polyester Powder coated to the thickness of 60 to 70 microns. Access flaps have a size minimum of 350 -400 mm to fit the 10 Module of electrical modules approved by the architects. Switch Mounting Box shall be made up of CRCA sheet with 1.2 mm thick of Grade -513:2008 of in an approved shade of Epoxy Polyester Powder coated to the thickness of 60 to 70 microns. Wire shall move from ground to table top through the Gable end complete as per guiding image, manufacturer's specification, and direction of Engineer – in - charge.

Annexure-II

**RGM/WR
RailTel Corporation of India Ltd.**

Dated:

.....
.....
.....

Subject: Manufacturer Authorization form (MAF) to M/s for

Ref: GeM Bid No. GEM/2024/B/4812018 dated: 03.04.2024

Dear Sir,
We, M/s....., are an established and reputed manufacturer and service provider of (Product details), having our registered office at

We hereby authorize M/s (bidder name), Office to participate in the bid and subsequently upon award of the bid to execute the supply Installation & Commissioning of our range of products against your above-mentioned bid.

We further extend our warranty for years for our range of products offered by M/s against the above-said bid.

Thanking you,
Best regards,

Authorized Signatory

Annexure-III

**FORMAT FOR AFFIDAVIT TO BE UPLOADED BY TENDERER ALONG WITH
THE TENDER DOCUMENTS**

(To be executed in the presence of a public notary on non-judicial stamp paper of the value of Rs.100/-. The stamp paper has to be in the name of the tenderer) **

I..... (Name and designation) ** appointed as the attorney/authorized signatory of the tenderer (including its constituents), M/s. _____ (hereinafter called the tenderer) for the Tender documents for the work of _____ as per the tender No. _____ of RailTel/WR, do hereby solemnly affirm and state on behalf of the tenderer including its constituents as:

- (i) I/We the tenderer (s) am/are signing this document after carefully reading the contents.
- (ii) I/we the tenderer(s) also accept all the conditions of the tender and have signed all the pages in confirmation thereof.
- (iii) I/We hereby declare that I/We have downloaded the tender documents from RailTel's website www.railtelindia.com or GeM Portal gem.gov.in. I/We have verified the content of the document from the website and there is no addition, deletion, or alteration to the content of the tender document. In case of any discrepancy noticed at any stage i.e. evaluation of tenderers, execution of work, or final payment of the contract, the master copy available with the Railway Administration shall be final and binding upon me/us.
- (iv) I/We declare and certify that I/we have not made any misleading or false representation in the forms, statements, and attachments in proof of the qualification requirements.
- (v) **I/We also understand that my/our offer will be evaluated based on the documents/credentials submitted along with the offer and the same shall be binding upon me/us.**
- (vi) **I/We declare that the information and documents submitted along with the tender by me/us are correct and I/we are fully responsible for the correctness of the information and documents submitted by us.**
- (vii) I/We undersigned that if the certificates regarding eligibility criteria submitted by us are found to be forged/false or incorrect at any time during the process for evaluation of tenders, it shall lead to forfeiture of the tender EMD besides banning of business for five years on entire IR. Further, I/we (*insert name of the tenderer*) ** _____ and all my/our constituents understand that my/our offer shall be summarily rejected.
- (viii) I/we also understand that if the certificates submitted by us are found to be false/forged or incorrect at any time after the award of the contract, it will

lead to termination of the contract, along with forfeiture of EMD/SD and Performance Guarantee besides any other action provided in the contract including banning of business for five years on entire IR.

**DEPONENT
SEAL AND SIGNATURE
OF THE TENDERER**

VERIFICATION

I/We above-named tenderer do hereby solemnly affirm and verify that the contents of my/our above affidavit are true and correct. Nothing has been concealed and no part of it is false.

**DEPONENT
SEAL AND SIGNATURE
OF THE TENDERER**

Place:

Dated:

** The contents in Italics are only for guidance purposes. Details as appropriate are to be filled in suitably by the tenderer. Attestation before Magistrate/Notary Public.

Annexure -IV

**Guarantee Bond for Performance Guarantee
(On Stamp Paper of requisite value)
(To be used by approved Scheduled Banks)**

1. In consideration of the RailTel Corporation of India Limited, Registered office at Plate-A, 6th Floor, Office Block, Tower-2, East Kidwai Nagar, New Delhi-110023 and regional office at RailTel Corporation of India Ltd, Mahalaxmi Railway Microwave Compound, Senapati Bapat Marg, Mahalaxmi- Mumbai- 400 013 (hereinafter called "the RailTel") having agreed to exempt **(Name and address of the Company/ Contractor both Registered and Regional office address)** (hereinafter called "the said Contractor(s)") from the demand, under the terms and conditions of an L.O.A No..... Dated..... [L.O.A Date] made between and RailTel Corporation of India Limited, for [Name of Work/Supply of Materials] (hereinafter called "the said Agreement") of **Performance Guarantee** for the due fulfillment by the said contractor) of the terms and conditions contained in the said Agreement or production of a Bank Guarantee for Rs..... (Rs. Only). We, (indicate the name of the Bank and address) hereinafter referred to as "the Bank") at the request of. M/s..... Contractor(s) do hereby undertake to pay the **RailTel** an amount not exceeding Rs. Against any loss or damage caused to or suffered or would be caused to or suffered by RailTel because of any breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement.
2. We, Bank (indicate the name of the Bank and address) do hereby undertake to pay the amount due and payable under this Guarantee without any demur, merely on demand from the **RailTel** stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the **RailTel because of** breach by the said Contractor(s) of any of terms or conditions contained in the said Agreement or because of the Contractor(s) failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.
3. We, Bank (indicate the name of the Bank and address) undertake to pay to the **RailTel** any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) / Supplier(s) in any suit or proceedings pending before any court or Tribunal relating thereto our liability under this present being, absolute and unequivocal.

The Payment so made by us under this Bond shall be a valid discharge of our liability for payment thereunder and the Contractor(s) / Supplier(s) shall have no claim against us for making such payment.

4. We, Bank (indicate the name of the Bank and address) further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the

RailTel under or by the said Agreement have been fully paid and its claims satisfied or discharged or till **RailTel** certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this Guarantee. Unless a demand or claim under the Guarantee is made on us in writing on or before the We shall be discharged from all liability under this Guarantee thereafter.

- 5. We,(indicate the name of the Bank and address) further agree with **RailTel** that **RailTel** shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the Agreement or to extend the time off to postpone for any time or from time to time any of the powers exercisable by the **RailTel** against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability because of any such variation, or extension to the said Contractor(s) or for any forbearance, act or omission on the part of **RailTel** or any indulgence by the **RailTel** to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have the effect of so relieving us.
- 6. This Guarantee will not be discharged due to a change in the Constitution of the Bank or the Contractor(s) Supplier(s).
- 7. We, (indicate the name of Bank) lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the **RailTel** in writing.
- 8. Notwithstanding anything contained herein,
 - 1. Our liability under the Bank guarantee shall not exceed Rs. (In Rupees)
 - 2. This Bank Guarantee shall be valid up toand
 - 3. We are liable to pay the guaranteed and or any part thereof under this Bank Guarantee only and only if you serve upon a written claim or demand or before
..... (date of expiry of guarantee).

Dated the day of 2024 for
.....
... (Indicate the name of the Bank)

Witness:

- 1. Signature
Name
- 2. Signature
Name

Annexure - V

Note: All the locations/station names given above are tentative and may change. Successful Bidder may ask for the final location with a complete address after finalizing the tender. RailTel has the right to change location within the RailTel Western Region area & the firm has to supply & commission at the location given by RailTel.

Annexure-VI

PROFORMA FOR Nil Deviation Component Compliance Undertaking Letter
(TO BE SIGNED BY BIDDER)

To,
Regional General Manager/WR
RailTel Corporation of India Ltd.
Mahalaxmi, Mumbai-400013

Dear Sir,

Sub: NIL Deviation Compliance for **GeM Bid No. GEM/2024/B/4812018**
Dt:- 03.04.2024

Over and above all our earlier conformations and submissions as per your requirements of the bid, we confirm that,

We will ensure our unconditional compliance with all the terms and conditions as mentioned in the Tender document. In case of any deviation, the same should be attached as an Annexure (as per Format given below) to this form. In case of any deviation, RailTel reserves the right to reject the bid without giving any justification. Format of Annexure (Deviation Statement)

S. No.	Clause No. & Chapter No.	Existing Clause of Tender	Proposed Clause	Remarks, if any

All the proposed items are to be supplied as per SOR for the technical specifications as mentioned in Annexure-I of the Bid.

We hereby certify that the items/materials mentioned in our offer are complete.

We confirm that there is no requirement for any other hardware and software to fulfill requirements as per the scope against the bid. If any additional hardware and software is required to meet in-scope requirements, then it would be provided by us at no extra cost to RailTel.

Place:

Date:
bidder

Seal and signature of the

(This Form along with the Annexure (if required) should be on the letterhead of the bidder duly signed by an authorized signatory)

Annexure-VII

Self-Certification under Preference to “MAKE IN INDIA” Policy

CERTIFICATE

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017, as amended from time to time and as applicable on the date of submission of tender, we hereby certify that we M/s _____ (supplier name) are a local supplier meeting the requirement of minimum Local content (50%) as defined in the above orders for the material against Tender No _____

Details of the location at which local value addition will be made are as follows:

We also understand, that false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rule for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

Seal and Signature of Authorized Signatory
