

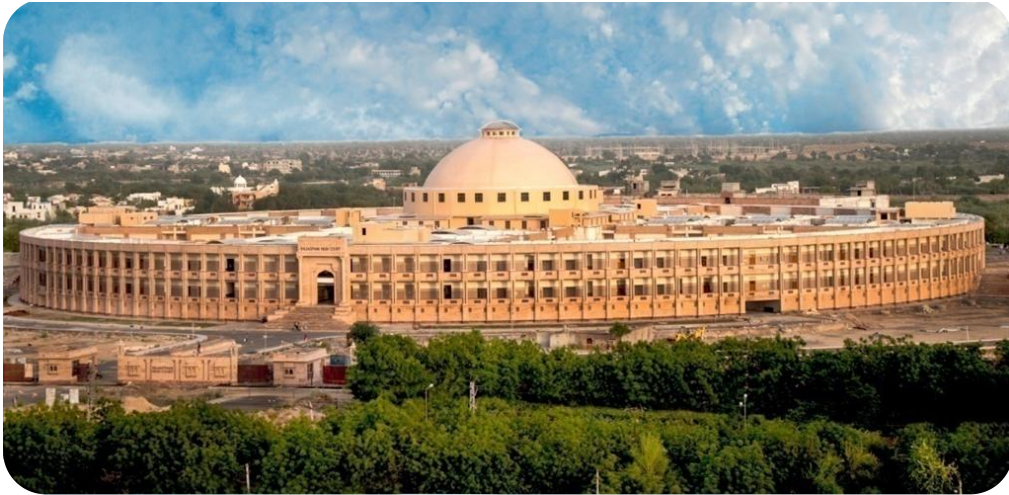


RAJASTHAN HIGH COURT, JODHPUR

Phone No. 0291-2541338, 2545516 Fax No. 0291-2546974, Pin Code – 342001, Email – hc-rj@nic.in



सत्यमेव जयते



RAJASTHAN HIGH COURT, JODHPUR

Request for Proposal (RFP)

**FOR SUPPLY AND INSTALLATION OF OFFICE FURNITURE AND
STORAGE (COMPACTOR) FURNITURE AT NEW BUILDING OF
RAJASTHAN HIGH COURT, JODHPUR.**

Rajasthan High Court, Jodhpur (Rajasthan)

Phone: 0291-2541338, 2545516 Fax: 0291-2546974

Web: <http://www.hcraj.nic.in>

Email: hc-rj@nic.in



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ABBREVIATIONS & DEFINITIONS

Authorised Signatory	The bidder's representative/ officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney (PoA) from the competent authority of the respective Bidding firm.
Bidder	"Bidder" means any firm/ agency/ company/ contractor/ supplier/ vendor responding to Invitation for Bids and which is participating in the Bid. Also called offeror or quoter.
Contract	"The Contract" means a legally enforceable agreement entered into between Rajasthan High Court and the selected bidder(s) with mutual obligations. The Contract / Project Period shall be completion of Warranty & Support Services from the date of acceptance of the delivery of the all item of tender by
Day	"Day" means a calendar day as per GoR/ Gol.
EMD	Earnest Money Deposit
FOR/ FOB	Free on Board or Freight on Board
Gol/ GoR	Govt. of India/ Govt. of Rajasthan "Goods" means a tangible physical product that can be contrasted with a service
Goods	which is intangible i.e. all the products which the bidder is required to supply to Purchaser under the Contract.
GST	Goods and Service Tax
INR	Indian Rupee
ISI	Indian Standards Institution
ISO	International Organisation for Standardisation
IT	Information Technology
ITB	Instruction to Bidders
LD	Liquidated Damages
LoI	Letter of Intent
ML	Manufacturing License
NIT	Notice Inviting Tender
Nodal Officer	Any person duly Authorized by the High Court or Procurement Committee for the purpose of this tender process, as the Case may be.
OEM	Manufacturer of Items
PAN	Permanent Account Number
PC	Procurement Committee
PQ	Pre-Qualification
PSD/ SD	Performance Security Deposit
Purchaser/ Tendering Authority	Person or entity that is a recipient of a good or service provided by a seller (bidder) under a purchase order or contract of sale. Also called buyer. RHC in this RFP document.
RFP	Request for Proposal (Bidding document), an early stage in procurement process, issuing an invitation for suppliers, through a bidding process, to submit a proposal on a specific commodity or service.
RHC	Rajasthan High Court, Jodhpur
RISL	RajCOMP Info Services Limited
Services	"Services" means the services to be delivered by the successful bidder and as intangible equivalent of an economic good.
SLA	Service Level Agreement is a negotiated agreement between two parties wherein one is the customer and the other is the service provider. It is a service contract where the level of service is formally defined. In practice, the term SLA is sometimes used to refer to the contracted delivery time (of the service) or performance.
State Government	Government of Rajasthan.
STQC	Standardization Testing and Quality Certification, Govt. of India
TIN	Tax Identification Number
TPA	Third Party Inspection Agency
UGF	Upper Ground Floor of New Building, Rajasthan High Court, Jodhpur.
LGF	Lower Ground Floor of New Building, Rajasthan High Court, Jodhpur.
FFL	First Floor of New Building, Rajasthan High Court, Jodhpur.
VAT/ CenVAT	Value Added Tax/ Central VAT
WO/ PO	Work Order/ Purchase Order
Working Day	A Working Day from 10:00 AM to 05:00 PM except Rajasthan Government Holidays.
RE/SSP	Resident Engineer/ Service Support Person



DISCLAIMER

The information contained in this Request for Proposal (RFP) document or subsequently provided to Applicant(s), whether verbally or in documentary form by or on behalf of the Registrar General, Rajasthan High Court, Jodhpur, or any of their employees or advisors, is provided to Applicant(s) on the terms and conditions set out in this RFP document and any other terms and conditions subject to which such information is provided.

This RFP document is not an agreement and is not an offer or invitation by the Rajasthan High Court or its representatives to any other party. The purpose of this RFP document is to provide interested parties with information to assist the formulation of their Application and detailed Proposal. This RFP document does not purport to contain all the information each Applicant may require. This RFP document may not be appropriate for all persons, their employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP document. Certain applicants may have a better knowledge of the proposed Project than others. Each applicant should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate sources. Rajasthan High Court, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document. Rajasthan High Court may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.



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NOTICE INVITING TENDER

No. HC/SK/2017-18/494

Dated: 08.11.2017

Rajasthan High Court, Jodhpur inviting bidding for “For supply and installation of office furniture and storage (Compactor) Furniture at New Building of Rajasthan High Court, Jodhpur” for implementation of this purchase Request for Proposal (RFP) is invited from eligible private sector/non-Govt. All details related to this RFP can be viewed and downloaded from website: <http://eproc.rajasthan.gov.in> & <http://hcraj.nic.in>. RFP document can also be seen in NIT exhibited on website <http://www.dipronline.org>. Proposal shall be submitted online in electronic format on website: <http://eproc.rajasthan.gov.in>.

Cost of Tender Document (non-refundable) (in Favour of Registrar General, Rajasthan High Court, Jodhpur)	Rs. 2000/- (Rupees Two Thousand Only)
RISL Processing Fee (non-refundable) (in Favour of MD, RISL, Jaipur)	Rs. 1000/- (Rupees One Thousand Only)
Estimated Project Cost	Rs. 24,53,88,150/- (Rupees Twenty Four Crore Fifty Three Lakh Eighty Eight Thousand One Hundred Fifty only)
Earnest Money Deposit (EMD)	2% of Estimated Project Cost
Publishing Date/Time	10.11.2017 at 10:00 AM
RFP Download Start Date/Time	10.11.2017 at 11:00 PM
Date, Time & Venue of Pre-Bid Meeting	18.11.2017 at 11:30 AM In the Chamber of Registrar (Admn.), RHC, Jodhpur
Bid submission Start Date/Time	10.11.2017 at 12.30 PM
RFP Download End Date/Time	11.12.2017 at 12.30 PM
Bid submission End Date/Time	11.12.2017 at 04:30 PM
Submission of Banker's Cheque/Demand Draft/ Bank Guarantee for Tender Fee, EMD, and Processing Fee*	12.12.2017 at 02.30 PM
Technical Bid Opening Date/Time	13.12.2017 at 11.30 PM
Financial Bid Opening Date/Time	Will be intimated later to the Technically qualified bidders

- Note:** (1) Tender fees for the document downloaded from website and processing fee shall be deposited by the bidders separately as applicable by way of DD/Banker's cheque as per above before the last date and time prescribed for online submission of bids.
- (2) All the prospective bidders who have purchased (who have deposited the draft for proposal fee) RFP documents will be invited to attend the pre-bid/proposal conference.
- (3) Bid Validity 180 Days from the last date of bid submission.
- (4) In case, any of the bidders fails to physically submit the Banker's Cheque/Demand Draft for Tender Fee, EMD, and RISL Processing Fee up to 02.30 PM on 12.12.2017, its Bid shall not be accepted..
- (5) The Banker's Cheque/Demand Draft/ Bank Guarantee should be drawn in favour of “**Registrar General, Rajasthan High Court, Jodhpur**” payable at “**Jodhpur**” from any Scheduled Commercial Bank.

By Order,

Registrar (Admn.)



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OBJECT

New building of Rajasthan High Court, Jodhpur, has been constructed, and will be functional very soon. For the purpose of making it functional office furniture and storage furniture is required to be purchased, making it a state of the art modern campus with modular workstations and compactors as storage furniture.

This tender caters to supply, install and maintain office furniture and storage compactor furniture at new building of Rajasthan High Court in a time bound manner.

Sealed Tenders for office furniture and storage compactor furniture, valid for a period as given in RFP, are invited to supply, install, operationalize and maintain the items as given in the “Annexure :2 Technical Specification”.

PROJECT PROFILE

The office furniture and storage compactor furniture will be procured in a transparent manner through a competitive bidding process following the procedures stipulated in the Rajasthan Transparency in Public Procurement Act 2012 and Rules 2013 thereon. Selected bidder(s) would be required to provide warranty Support and Repairing services for the supplied items through Service Support Personnel / Resident Engineers in New building of Rajasthan High Court, Jodhpur.

The selected bidder(s) shall be responsible for Supplying, Installation and Maintenance of office furniture and storage compactor furniture Items at New building of Rajasthan High Court, Jodhpur, for the requisite quantity of furniture Items as per the scope of work during the entire project / contract period of the Agreement.



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INVITATION FOR BIDS (IFB) & NOTICE INVITING TENDER (NIT)

- 1) Rajasthan High Court, Jodhpur invites electronic bid (eBid) proposals from reputed, competent and professional companies and firms, who meet the minimum eligibility criteria as specified in this bidding document for **“For supply and installation of office furniture and storage (Compactor) Furniture at New Building of Rajasthan High Court, Jodhpur”**, as detailed in the section titled **"scope of work"** of this RFP document.
- 2) The complete bidding document has been published on the website <http://eproc.rajasthan.gov.in>, for the purpose of downloading.
- 3) Bidders who wish to participate in this bidding process must register on <http://eproc.rajasthan.gov.in>.
- 4) To participate in online bidding process, Bidders must procure a Digital Signature Certificate (Type III) as per Information Technology Act-2000 using which they can digitally sign their electronic bids. Bidders can procure the same from any CCA approved certifying agency, i.e. TCS, safecrypt, Ncode etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC.
- 5) A single-stage two envelope selection procedure shall be adopted.
- 6) Bidder (authorized signatory) shall submit their offer on-line in Electronic formats both for technical and financial proposal. However, DD for Tender Fees, RISL Processing Fees and EMD should be submitted physically at the office of Tendering Authority as prescribed in NIT and scanned copy of same should also be uploaded along with the technical bid/ cover.
- 7) RHC will not be responsible for delay in online submission due to any reason. For this, bidders are requested to upload the complete bid well advance in time so as to avoid 11th hour issues like slow speed; choking of web site due to heavy load or any other unforeseen problems.
- 8) Please note that a pre-bid meeting of prospective bidders, who have purchased the tender/ bidding document, is scheduled as per the details specified in Notice Inviting Tender (NIT) below. The objective of this meeting is to address the queries of the prospective bidders related to the Project/ Bidding document.
- 9) No contractual obligation whatsoever shall arise from the RFP/ bidding process unless and until a formal contract is signed and executed between the tendering authority and the successful Bidder.
- 10) RHC disclaims any factual/ or other errors in this document (the onus is purely on the individual bidders to verify such information) and the information provided herein are intended only to help the bidders to prepare a logical bid-proposal.



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SCOPE OF WORK

1) The selected bidder is expected to carry out all activities covering Supply of all Furniture items & Storage (compactor), components, accessories, mounting hardware etc. including delivery and documentation, Testing, Installation and Quality Inspection in coordination with Rajasthan High Court. Detailed scope of work for the project is as given below:

a) Supply and Delivery of Items : The selected bidder shall:

- i. Supply, install and maintain all the required items, as mentioned in the BOM given in **Annexure-1 titled “Bill of Material (BoM)” (at Page No- 39 to 42)**, and having the specifications and all other accessories as mentioned in the Specifications provided in **Annexure-2 titled “Technical Specifications” (at Page No- 43 to 56)** at New Building of Rajasthan High Court, Jodhpur.
- ii. Conduct 100% Quality inspection and testing and ensure that each and every Items complies to the specifications given in **Annexure-2 titled “Technical Specifications” (at Page No-43 to 56)** and ensure that there should not be any physical damage(s) and shall contain all the required items accessories before declaring the all items as “Ready for delivery”
- iii. As per requirement of the office furniture and storage (compactors) furniture should be supplied in New Building of Rajasthan High Court, Jodhpur as per the directions of Rajasthan High Court, Jodhpur, or its Authorized Representative as the case may be :

b) Help Desk Setup:

- i. A Helpdesk/Service Support Personnel shall be established by the successful bidder to facilitate and monitor warranty/guarantee service provided.
- ii. In case of any defect, malfunctioning, error operational/otherwise the Resident Engineer shall be approached and such RE/SSP shall respond to the issue expeditiously.
- iii. The bidder shall register the defects, malfunctioning or error as mentioned by the user, reported at any of the service support center/resident engineer in system generate ticket number and take steps to resolve the complaint and inform the user/complaint and/or take feedback from the user/complaint.
- iv. The Bidder shall be solely responsible for the maintenance, repair of the equipments / items supplied and integrated and the Registrar General; Rajasthan High Court, Jodhpur shall not be liable to interact with any of the partners/collaborators of the Bidder.
- v. The Bidder shall have adequate Technical Support Center to meet the criteria for fault restoration/faulty unit repair times as mentioned in the Clause – 35.1. The Bidder shall furnish the names, locations, complete postal address, telephone numbers and FAX numbers of all Technical support Centers at the time of signing the Contract.
- vi. The Bidder shall also provide the name of alternate contact person or Technical Support Center with address & telephone / fax numbers / E-mail which may be contacted by the Registrar General, Rajasthan High Court, Jodhpur or its authorized Officer / staff for support in case of no response/poor response from the designated Technical/Service support center. This however shall not preclude from imposing the penalties, if any, as applicable as per the terms & conditions of this tender.
- vii. Any change in Address, Phone number, FAX Number etc., shall have to be intimated in writing by the Bidder to the Registrar General, Rajasthan High Court, Jodhpur.
- viii. The Bidder shall ensure that all the Technical support centers are capable of attending faults / supporting their engineers at the New Building of Rajasthan High Court, Jodhpur.
- ix. The service window for all equipments will be 24*7*365.



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- 2) **Delivery Schedule:** The Bidder shall ensure that all the required quantities of the ordered all items are supplied and delivered to the desired location as per the schedule given below:

Identification Lot	Quantity to be Delivered (in %age)	Delivery Schedule in Calendar Days
Lot-1	100%	Within 90 Days from the Date of Work Order (As soon as completion of work)

3) **DELIVERY PROCESS:-**

1. All aspects of safe delivery shall be the exclusive responsibility of the Vendor. At the destination Site, the cartons will be opened only in the presence of Rajasthan High Court, Jodhpur or his Authorized Representative as Nodal Officer and Vendor's representative and the intact position of the Seal for not being tampered with shall form the basis for receipt in good condition.
2. Vendor must apply to the respective authority for issue of road permit /waybill in time.
3. Delays on account of getting relevant permits shall not make Vendors' eligible for waiver of penalties.
4. Delivery Challans needs to be signed and stamped on completion of delivery of items. In case any discrepancy with regard to sign, stamp or date etc on above Delivery Challans, a mail from Rajasthan High Court, Jodhpur or his Authorized Representative as Nodal Officer may be treated as Delivery Challan.
5. The Vendor should install all the items at specified site without any additional charge.
6. Though the Rajasthan High Court will provide all the necessary documents for ensuring smooth delivery of goods at the respective destinations, it is the responsibility of the Vendor to deliver the goods in time.
7. Safety and Security of Material :- Security of all material at the site where the work is in Progress shall be the contractor's responsibility and he shall arrange to guard the same from theft/pilferage/vandalism. In the event of any loss the contractor shall be responsible for the same. Any stores lost, prior to formally taking over by the Purchaser, shall be made good by the contractor at no cost to the Purchaser.

4) **APPLICABLE LAW:-**

- a) The Agency shall be governed by the Laws and Procedures established by Government of India/State of Rajasthan, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/processing.
- b) All disputes in this connection shall be settled in Jodhpur Jurisdiction only.
- c) The Rajasthan High Court also reserves the right to modify/relax any of the terms & conditions of the Tender by declaring / publishing such amendments in a manner that all prospective Vendors / parties to be kept informed about it.

5) **INSTALLATION PROCESS**

- a) During installation at site, if any item is found to be defective or broken, it will be replaced with new one by the Vendor at its own cost and risk within 15 days from the date on which the Vendor has been informed of such damage.
- b) The work shall be executed to the highest standards using best quality material. The system design shall use state-of-the art techniques/tools. The contractor shall ensure that the entire specification is complied with the technical specifications. It shall be the responsibility of the contractor to demonstrate compliance of technical as well as functional specifications. Meeting individual requirements shall not be deemed as meeting the overall efficient functioning of the



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total system.

- c) The completed installation shall be subject to checks at all stages and tests as prescribed in the bid or as deemed necessary by the Registrar General, Rajasthan High Court, Jodhpur. The same shall be done by the Purchaser and the contractor shall be liable to rectify such defects as brought out by the Purchaser during these checks and tests and make good all deficiencies at his own cost.
- d) It may be noted that only the items technically tested/accepted as per Work Order shall be installed as per **ANNEXURE- 17 : Delivery Challan cum Installation Report**

6) SITE ACCEPTANCE TESTS (SAT):-

- a) The Rajasthan High Court shall carry out all the tests detailed in the Acceptance test schedule to be furnished by the Bidder to confirm the standards and performance of the file Compactors and the entire installation satisfies the specification requirements. Rajasthan High Court further reserves the right to include any other tests which in his opinion is necessary to ensure that the equipment meets the specifications.
- b) Rajasthan High Court reserves the right to ask for modifications/additions to the Site Acceptance Test Procedure at any point of time till the Site Acceptance signoff at each location.
- c) The Site Acceptance Tests shall cover the intended functioning of the equipments with proper integration with other sub components.
- d) The successful bidder shall carry out the Site Acceptance Tests (SAT) in the presence and supervision of Rajasthan High Court or its authorized Officer / agency at the site. The successful bidder, at its own cost, shall provide the testing equipment/instruments necessary for performing and demonstrating the Site Acceptance Tests.
- e) Rajasthan High Court or its appointed testing authority shall supervise the tests at each site, as described in the Site Acceptance Test Procedure and performed by the successful bidder to confirm that the complete solution at each site satisfies the requirement of specifications including the service performance.
- f) The successful bidder shall rectify all deficiencies immediately, if found, in the performance of the system as per the requirement during the Site Acceptance Tests, at no cost to Rajasthan High Court, Jodhpur.
- g) Any components or parts failing during the acceptance tests shall be replaced free of cost by the successful bidder. These replacements shall not be made out of spares supplied by the successful bidder as part of supplies under this Contract. This shall also not entitle the successful bidder to any extension of completion time.
- h) The cost of all test and / or analysis shall be fully borne by the successful bidder. Material put up for inspection shall be those to be supplied and in quantities laid down in the Schedule of Quantities. Any variation shall require the prior approval of the Rajasthan High Court before the material is manufactured/ offered for inspection.
- i) All material brought to site shall be permitted to be installed only after inspection and acceptance by the Rajasthan High Court or its authorized officer/agency.
- j) The completed installation at all stages shall be subjected to checks and tests as decided by Rajasthan High Court. The successful bidder shall be liable to remove all of such defects as discovered during these checks and test and make good all deficiencies brought out. The complete installation shall be taken over finally on successful commissioning in entirety.



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Information and instructions to the bidders

1. Eligibility Criteria:

(i) The Tenderer should meet the following minimum pre-qualification eligibility criteria:

- (a) The tenderers must be in existence as a manufacturer for office furniture at least since last 5 Years ending last day of the month previous to the one in which applications are invited.
- (b) Experience should be in the name of the tendering firm/company and not in subsidiary as associate firm/ company/group of firm/companies.
- (c) Experience of having successfully completed works as detailed below during the last 5 Years ending last day of the month previous to the one in which applications are invited:-
 - i. Three similar purchase order each costing not less than the amount equal to 40% of the estimated cost put to tender

Or

- ii. Two similar purchase order each costing not less than the amount equal to 50% of the estimated cost put to tender

AND

- iii. One purchase order of any nature (either part of c (a)& (b) or a separate one) costing not less than the amount equal to 40% of the estimated cost put to tender with some Central Government Department/State Government Department/Central Autonomous Body/Central Public Sector undertaking/State Autonomous Body/State Public Sector undertaking.
- (d) Similar work means: Manufacturing, supply & installation of office furniture consisting of office tables, executive tables with pre- moulded table tops, bookracks, chairs, sofas, Library furniture, common area seating furniture, conference room furniture, etc. Documentary evidence is required to be produced.
- (e) Joint venture (JV)/ Consortium are not permitted

(ii) The RFPs shall qualify based on the following eligibility criteria-

No.	Basic Requirement	Specific Requirements	Documents Required
1.	Legal Entity	1 .The bidder should be a company/registered firm. 2. The Bidder shall be an OEM.	1. Copy of Certificate(s) of incorporation/Registration
2.	Net Worth	The net worth of the bidder in the last financial year, i.e. 2016-2017, should be positive. The bidder's annual turnover from sales and support services of these in India should be at least be 50 Crores in last 5 years.	CA Certificate with CA's Registration Number/ Seal indicating net worth of the firm in last financial year
4.	Sales in India	The OEM should have ready to supply in one shot in specific time.	Statutory Auditor Certificate or Certificate from the Company Secretary of the OEM clearly specifying year wise sales of items in India
5.	Tax registration and clearance	The Bidder should have a registered number of i. GSTIN/VAT/Sales Tax/GST(if applicable) where his business is located ii. Service Tax iii. Income Tax / PAN /GSTIN/ TIN number.	- Copies of relevant registration certificates - Valid GSTIN/VAT clearance certificate upto date from the CTO of the circle concerned/ PAN No.



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6.	Blacklisting	<p>A bidder who is blacklisted from any other Govt. Institution not eligible to participate in this project while under sanction by RHC. Similarly, at the time of bidding, the firms black-listed / debarred</p> <p>In participating in any procurement activities for fraudulent or corrupt practices by any State or Central Government or UT in India are not allowed to bid.</p>	A Self Certified letter as given in the Annexure-12
7.	Service Support Centre	<p>1. A Helpdesk/Service Support Personnel shall be established by the successful bidder to facilitate and monitor warranty/guarantee service provided.</p> <p>2. In case of any defect, malfunctioning, error operational/otherwise the resident engineer shall be approached and such RE/SSP shall respond to the issue expeditiously.</p> <p>3. The bidder shall register the defects, malfunctioning or error as mentioned by the user, reported at any of the service support center/resident engineer in system generate ticket number and take steps to resolve the complaint and inform the user/complaint and/or take feedback from the user/complaint.</p> <p>4. The bidder shall be solely responsible for the maintenance, repair of the equipments / items supplied and integrated and the Registrar General; Rajasthan High Court, Jodhpur shall not be liable to interact with any of the partners/collaborators of the Bidder.</p> <p>5. The Bidder shall have adequate Technical Support Center to meet the criteria for fault restoration/faulty unit repair times as mentioned in the Clause – 35.1. The Bidder shall furnish the names, locations, complete postal address, telephone numbers and FAX numbers of all Technical support Centers at the time of signing the Contract.</p> <p>6. The Bidder shall also provide the name of alternate contact person or Technical Support Center with address & telephone / fax numbers / E-mail which may be contacted by the Registrar General, Rajasthan High Court, Jodhpur or its authorized Officer / staff for support in case of no response/poor response from the designated Technical support center. This however shall not preclude from imposing the penalties, if any, as applicable as per the terms & conditions of this tender.</p> <p>7. Any change in Address, Phone number, FAX Number etc., shall have to be intimated in writing by the Bidder to the Registrar General, Rajasthan High Court, Jodhpur.</p> <p>8. The Bidder shall ensure that all the Technical support centers are capable of attending faults / supporting their engineers at the New Building of Rajasthan High Court, Jodhpur.</p> <p>9. The service window for all equipments will be 24*7*365.</p>	Details / Undertaking for setting up Technical Service Support Centres in Jodhpur, Rajasthan (at <u>Annexure - 19</u>)



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8. Experience in implementation and management of such projects/schemes

Minimum Five year of experience in implementation of similar work including supplying and installation project. The work-orders and/or any other supporting documents/experience certificates issued by the competent authority of the client pertaining to such works done satisfactorily in the past should be provided.

Executed supply order/experience certificate. Proof of completion of **at least two multi-locations furniture supply or other similar work worth of minimum as mentioned in pre-qualification eligibility criteria in this bid document**. For each Enclose relevant Documentary proof. Self Certification on company letter head signed by the authorized signatory as given in the format attached below to be furnished by the bidder in compliance of this clause. However, The Rajasthan High Court, Jodhpur reserves the right to seek additional Supporting documents for The above Projects.

Note: 1. GST Registration/ VAT Or Service Tax Or Payment Clearance Certificate upto date are necessary while submitting the bids.
2. Bidder is to fill the above Annexure and indicate the page numbers of the supporting document in the proof while submitting response to the eligibility criteria in Annexure – 20.

2. Evaluation Criteria:-

Eligible RFPs shall be evaluated on the basis of evaluation criteria. Proof of eligibility of all applicants shall be examined to confirm if eligibility criteria are met. The bidder who fails to meet one or more of the stipulated eligibility criteria shall be declared as “ineligible/non-responsive”.

3. Declarations:

Every bidder is supposed to submit a declaration in following annexures:-

Annexure A:- Compliance with the Code of Integrity and no Conflict of Interest.

Annexure B:- Declaration by the bidder regarding qualifications.

Annexure C:- Grievance Redressal during procurement process

Annexure D:- Additional Condition of Contract.

4. The bidder to inform himself fully:

The bidder shall be deemed to have been fully satisfied himself as to the scope of the task as well as all the conditions and circumstances affecting implementing of the Project. Should he find any discrepancy in the RFP document including terms of reference, he should submit his issue/question in writing at least a week before Pre-Bid Conference.

5. Pre-Bid/Proposal Conference:

(a) All pre BID queries have to be submitted in writing to Registrar General, Rajasthan High Court, Jodhpur on or before by in the format given below on the letter head of the company.

Sr No	Page No	Clause /Point No.	Subject Clarification Sought	Remarks (if any)

(b) Only two people (OEM / System Integrator) will be allowed to attend the Pre-bid meeting. Interested tenderer may choose to attend pre-bid meeting at their own cost.

(c) No queries will be entertained after this allotted time frame. As a result of the discussion in the pre-bid meeting, if it is considered necessary to modify the technical specifications or any tender conditions, the same shall be carried out, by way of an addendum.

(d) The Project Authority shall endeavor to clarify such issues during the discussions. However, at any time prior to the date for submission of RFP, RHC, Jodhpur may, for any reason, whether at its own initiative or in response to the discussions/ clarifications, modify the RFP document by issuance of addenda(s) and conveyed to the bidders found successful in evaluation of the RFP

Note: It is mandatory to submit the tender fees of Rs 2000/- (In word Two Thousands rupees only) in the form of Demand Draft/Cash/Banker Cheque in favour of “Registrar General, Rajasthan High Court” payable at Jodhpur to participate in Pre-bid meeting.



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6. Evaluation of the Proposals

- The Purchaser reserves the right to modify the Evaluation Process at any time during the Tender Process, without assigning any reason, whatsoever, and without any requirement of intimating the Bidders of any such change.
- Any time during the process of evaluation, the Purchaser may seek for clarifications from any or all Bidders.
- Only the proposals received upto due date and time at the designated place will be considered for evaluation.

7. Method for submission of the Proposal:

Proposals shall be received on e-portal i.e. <http://eproc.rajasthan.gov.in> by Project Authority in two parts i.e. Technical Proposal and Financial Proposal (BoQ).

8. Documents comprising the Bid-

a. A Single stage-Two envelope/ cover system shall be followed for the bid:

I. Technical bid

II. Financial bid

b. Technical bid shall include the following documents:

SNo.	Documents Type	Document Format
1	Covering Letter – Technical Bid	On bidder's letter head duly signed by authorized signatory
	Fee Details	
2	Tender Fee	Scanned copy of Fee Receipt / DD/ Banker's Cheque
3	RISL Processing Fee	Scanned copy of DD/ Banker's Cheque
4	EMD (2% of estimated cost)	Scanned copy of DD/ Banker's Cheque
	Pre-Qualification Documents	
5	Format of Covering Letter	as per Annexure-8
6	Tender Form	as per Annexure-9
7	Proposal Format for Organization	as per Annexure-10
8	Bidder's Authorization Certificate	as per Annexure-11
9	Self Declaration No Blacklisting	as per Annexure-12
10	RTGS Details	as per Annexure-19
11	All the documents mentioned in the "Eligibility Criteria", in support of the eligibility	As per the format mentioned against the respective eligibility criteria clause at Annexure - 20
	Technical Documents	
12	Components Offered	as per Annexure-3 (A)
13	Compliance Sheet for the supplied items	as per Annexure-3 (B) on OEM's letter head.
14	Undertaking of Authenticity	On non judicial stamp paper of Rs. 100 as per Annexure-14
15	Financial Bid Undertaking	as per Annexure-15
16	Manufacturer Facilities and certifications	As per Annexure-5

Note : Please note the Financial bid undertaking needs to be submitted along with the technical bid. Price bid need be submitted only on e-procurement website as per the BoQ template.2

1. Financial bid shall include the following documents:

SNo.	Documents Type	Document Format
1	Price Bid	As per Annexure-7

2. Online Bids submitted in TWO Envelopes as Follows:



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Envelope-1(Following documents to be provided as single PDF file)			
Sr.	Documents	Content	File Types
1.	EMD	The scanned copy of EMD instruments	.PDF
2.	Eligibility Criteria	The requirements as mentioned in the Page 08 to 32.	.PDF
3.	Technical Bid with Compliance Statement	The certified copies of documents as per Annex. – 2 and compliance statement as per Annex. - 2	.PDF
Envelope-2(Following documents to be provided as single PDF file)			
1.	Financial Bid (BOQ)	Gross Total Value Financial bid as per Annexure – 7	.XLS

9. Validity of the Proposal

The proposal shall remain valid for consideration for a period of 180 days from the date of opening of technical bid. This validity can be extended for a further period not more than 90 days with consent of the bidders.

10. Modification/withdrawal of the Proposal:

No bid shall be withdrawn/substituted or modified after the last date and time fixed for receipt of bids.

11. The bidders should note the following points:

- That the incomplete RFP in any respect or those that are not consistent with the requirements as specified in this Request for Proposal Document or those that do not contain the Covering Letter or any other documents as per the specified formats may be considered non-responsive and liable for rejection.
- Strict adherence to formats, wherever specified, is required.
- All communication and information should be provided in writing.
- No change in/or supplementary information shall be accepted once the RFP is submitted. However, Project Authority reserves the right to seek additional information and/or clarification from the Bidders, if found necessary, during the course of evaluation of the RFP. Non submission, incomplete submission or delayed submission of such additional information or clarifications sought by Project Authority may be a ground for rejecting the RFP.
- The RFP shall be evaluated as per the criteria specified in this RFP Document. However, within the broad framework of the evaluation parameters as stated in the RFP, R.H.C., Jodhpur reserves the right to make modifications to the stated evaluation criteria, which would be uniformly applied to all the Bidders.
- The Bidder should designate one person ("Contact Person" and "Authorized Representative and Signatory") authorized to represent the Bidder in its dealings with. This designated person should hold the Power of Attorney and be authorized to perform all tasks including but not limited to providing information, responding to enquiries, etc. The Covering Letter submitted by the Bidder shall be signed by the Authorized Signatory and shall bear the stamp of the firm.
- Mere submission of information does not entitle the Bidder to meet an eligibility criterion. Committee constituted under the Chairmanship of the Committee reserves the right to vet and verify any or all information submitted by the Bidder.
- If any claim made or information provided by the Bidder in the RFP or any information provided by the Bidder in response to any subsequent query by, is found to be incorrect or is a material misrepresentation of facts, then the RFP will be liable for rejection. Mere clerical errors may be treated as an exception at the sole discretion of Committee constituted under the Chairmanship of Purchase Committee, if satisfied.
- The Bidder shall be responsible for all the costs associated with the preparation of the Request for Proposal and any subsequent costs incurred as a part of the Bidding Process shall not be responsible in any way for such costs, regardless of the conduct or outcome of this process.



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- j. No document which does not form the part of online Bid, shall be physically tendered by any bidder under any circumstances, unless specifically asked in writing by the Rajasthan High Court.
- k. Arithmetical errors will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the correction of the errors, his bid will be rejected. If there is a discrepancy between words and figures, the amount mentioned in words will prevail.

12. Manufacturing Facilities and Certifications:-

- a. Manufacturing Facilities:- The Bidder should have own manufacturing/fabrication, machinery & infrastructure facilities, which should preferably have automated cutting machine, bending machines, power: pressures, spot welding machines, anti rust treatment facilities, powder coating facilities etc. in sufficient numbers, with precision metal forming machines capable of mass manufacturing for consistency and infrastructure for manufacturing. Inspection, storage and dispatch. The manufacturer shall furnish the details of machineries and other facilities available in their unit
- b. In House testing facility: Bidder should have preferably in house testing facility for furniture (furnish copy of documentary evidence),
- c. Certifications:- Bidder should be member of BIFMA (Furnish copy of the valid certificate).
- d. Quality management system as per International Standard like ISO 9001:2008, ISO 14001:2004, ISO 18001:2007 the bidder shall furnish copy of the certificate.
- e. Manufacturer should have Greenguard or equivalent certification,
- f. Bidder should have at least Five year experience in manufacturing supply, installation and sales and service network (documentary evidence to be provided).
- g. The Bidder shall furnish documentary evidence to demonstrate that, it meets the following experience requirement:-
 - i. Registration, if any, with specified departments PSUs/ Organizations, class/type of registration or previous pre-qualification(s) for similar projects.
 - ii. Documentary evidence of adequate financial standing, Certified by Bankers, Audited profit & Loss A/c and Balance Sheet, Annual turnover in last five years, access to adequate working capital.
 - iii. Information regarding projects in hand, current orders, regarding litigation, exclusion/expulsion or black listing, if any.
 - iv. Agencies not meeting the eligibility criteria shall be summarily rejected.
 - v. The agency should possess valid license for establishment of manufacturing facilities from respective authorities (Furnish the copy of documentary evidence)

9. Time Schedule for submission of the Proposal:

Pre-Proposal Conference	18.11.2017 at 11:30 AM
Time & date for start of submission of RFP	10.11.2017 at 12:30 PM
Time & date for opening of RFP	13.12.2017 at 11.30 PM

The committee constituted under chairmanship of Hon'ble Purchase Committee may, in exceptional circumstances and at its sole discretion, revise the time schedule (extension in time) by issuance of agenda(s). Communication of such extension to be conveyed to the bidders to whom the original RFP is issued.

10. Grievance Redressal during the RFP Process:-

Bidder shall refer to the Annexure C for the process of Grievance Redressal during the process of RFP.



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TERMS AND CONDITIONS OF TENDER & CONTRACT

A) General Conditions of the Bid-

1. Income Tax and GSTIN/ VAT Registration and GSTIN/VAT Clearance Certificate etc.-

No Dealer who does not hold a valid Permanent Account Number (PAN)/ Tax Identification Number (GSTIN/TIN) from Income Tax department, GoI and who is not registered under the Sales Tax Act prevalent in the State where his business is located shall not be allowed to participate in bid. The GSTIN/VAT Registration Number should be quoted and a GSTIN/VAT clearance certificate from the Commercial Taxes Officer of the Circle concerned valid on the date of submission of bid shall be submitted, without which the bid is liable for rejection. The bidder quoting Rajasthan GSTIN/VAT should have valid GSTIN/VAT registration in the state of Rajasthan and he should mention the same GSTIN/VAT registration number in the bid document. GSTIN/VAT, CST, Entry Tax etc. shown separately.

2. Contract Documents: Subject to the order of precedence set forth in the Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory.

3. Interpretation-

- a. If the context so requires it, singular means plural and vice versa.
- b. Entire Agreement: The Contract constitutes the entire agreement between the Purchaser and the Supplier/ selected bidder(s) and supersedes all communications, negotiations and agreements (whether written or oral) of parties with respect thereto made prior to the date of Contract.
- c. Amendment: No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to the Contract, and is signed by a duly authorized representative of each party thereto.
- d. Non-waiver: Subject to the condition (f) below, no relaxation, forbearance, delay, or indulgence by either party in enforcing any of the terms and conditions of the Contract or the granting of time by either party to the other shall prejudice, affect, or restrict the rights of that party under the Contract, neither shall any waiver by either party of any breach of Contract operate as waiver of any subsequent or continuing breach of Contract.
- e. Any waiver of a party's rights, powers, or remedies under the Contract must be in writing, dated, and signed by an authorized representative of the party granting such waiver, and must specify the right and the extent to which it is being waived.
- f. Severability: If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.

4. Eligible Goods and Related Services-

- a. For purposes of this Clause, the term "goods" includes all of the commodities, machinery and equipment, and/or other materials; and "related services" includes services such as Installation, maintenance, insurance, warranty support and other similar obligations of the successful/ selected bidder(s) under the Contract all items being bid should be the ones which are produced in volume and are used by a large number of users in India/ abroad. All items quoted by the successful/ selected bidder(s) must be associated with specific make and model numbers, item code and



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names and with printed literature describing configuration and functionality. Any deviation from the printed specifications should be clearly mentioned in the offer document by the bidder/supplier.

- b. The Bidder of the quoted product must have its own registered spares depot in India having adequate inventory of the equipment being quoted for providing the necessary spares within next business day or maximum 30 hours.
- c. The Bidder of the quoted product should also have its direct representation in India in terms of registered office for at least past 5 years. The presence through any Distribution/ System Integration partner agreement will not be accepted.
- d. Bidder must quote products in accordance with above clause “Eligible goods and related services”.
- e. Bidder shall have to be the OEM and not merely a supplier, distributor or channel partners etc.

6. Notices:

- a. Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the contract. The term “in writing” means communicated in written form with proof of dispatch and receipt.
- b. A Notice shall be effective when delivered or on the Notice’s effective date, whichever is later.

7. Governing Law: The Contract shall be governed by and interpreted in accordance with the laws of the Rajasthan State/ the Country (India), unless otherwise specified in the contract.

8. Scope of Supply:

- a. Subject to the provisions in the bidding document and contract, the goods and related services to be supplied shall be as specified in the bidding document.
- b. Unless otherwise stipulated in the Contract, the scope of supply shall include all such items not specifically mentioned in the Contract but that can be reasonably inferred from the Contract as being required for attaining delivery and completion of the goods and related services as if such items were expressly mentioned in the Contract.
- c. The bidder(s) shall not quote and supply any Items that is likely to be declared as End of Sale for twelve months and End of Service/ Support for twenty four months from the date of bid submission. If any of the Items is found to be declared as End of Sale/ Service/ Support in the period mentioned above, then the bidder(s) shall replace all such Items with the latest ones having equivalent or higher specifications without any financial obligation to the purchaser.

9. Work Completion-

- a. Subject to the conditions of the contract, the delivery of the goods and completion of the related services shall be in accordance with the delivery and completion schedule specified in the bidding document. The details of supply/ shipping and other documents to be furnished by the successful/ selected bidder(s) are specified in the bidding document and/ or contract.
- b. The contract for the supply can be repudiated at any time by the purchase officer, if the supplies are not made to his satisfaction after giving an opportunity to the bidder(s) of being heard and recording the reasons for repudiation.
- c. The Supplier/ selected bidder(s) shall arrange to supply the ordered materials/ system as per specifications within the specified delivery/ completion period at various offices/ locations mentioned in the bidding document and/ or contract.



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- d. **Shifting the place of delivery destination:** Rajasthan High Court shall be free to shift the place of delivery within the same district. The successful/ selected bidder(s) shall provide all assistance including transportation in shifting of the delivered Items.

10. Supplier's/ Selected bidder's Responsibilities:

The Supplier/ Selected bidder(s) shall supply all the goods and related services included in the scope of supply in accordance with the provisions of bidding document and/ or contract.

11. Purchaser's Responsibilities:

- Whenever the supply of goods and related services requires that the Supplier/ Selected bidder(s) obtain permits, approvals, and import and other licenses from local public authorities, the Purchaser shall, if so required by the Supplier/ Selected bidder(s), make its best effort to assist the Supplier/ Selected bidder(s) in complying with such requirements in a timely and expeditious manner.
- The Purchaser shall pay all costs involved in the performance of its responsibilities, in accordance with the general and special conditions of the contract.

12. Contract Price:

- The Contract Price shall be paid as specified in the contract subject to any additions and adjustments thereto, or deductions there from, as may be made pursuant to the Contract.
- Prices charged by the Supplier/ Selected bidder(s) for the Goods delivered and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier/ Selected bidder(s) in its bid, with the exception of any price adjustments authorized in the special conditions of the contract.

13. Recoveries from Supplier/ Selected bidder:

- Recovery of liquidated damages, short supply, breakage, rejected articles shall be made ordinarily from bills.
- The Purchase Officer shall withhold amount to the extent of short supply, broken/ damaged or for rejected articles unless these are replaced satisfactorily. In case of failure to withhold the amount, it shall be recovered from his dues and performance security deposit available with RHC.
- The balance, if any, shall be demanded from the Supplier/ Selected bidder(s) and when recovery is not possible, the Purchase Officer shall take recourse to law in force.

14. Taxes & Duties:

- The income tax, service tax, value added tax, etc., if applicable, shall be deducted at source from the payment to the Supplier/ Selected bidder(s) as per the law in force at the time of execution of contract.
- The entry tax, if applicable shall be deducted at source and deposited in the government treasury in proper revenue receipt head of account.
- For goods supplied from outside India, the successful/ selected bidder(s) shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the country.
- For goods supplied from within India, the successful/ selected bidder(s) shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.



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- e. Revision in GST/VAT and Service Tax shall be on account of the tendering authority if it has been asked for separately in the financial bid and is not taken into account for the purpose of comparison of bids. If, however, they have not been asked for separately, any benefit or additional cost will be on account of the bidder(s). Revision of any other tax or duty shall be on account of the bidder(s).
- f. If any tax exemptions, reductions, allowances or privileges may be available to the successful/ selected bidder(s) in India, the Purchaser shall use its best efforts to enable the successful/ selected bidder(s) to benefit from any such tax savings to the maximum allowable extent.

15. Performance Security Deposit (PSD):

- a. In case of successful/ selected bidder(s), the EMD will be adjusted in arriving at the amount of the PSD.
- b. The successful/ selected bidder(s) shall, within Fifteen (15) days of the notification of Contract award, provide a PSD 10% of the total agreed/ ordered project value for the due performance of the Contract in the amounts and currencies specified in the work order.
- c. The proceeds of the PSD shall be payable to the Purchaser as compensation for any loss resulting from the successful/ selected bidder(s) failure to complete its obligations under the Contract.
- d. Form of PSD: Successful bidder will have to deposit PSD in the form of Demand Draft/Fixed Deposit/Bank Guarantee (Unconditional & Irrevocable) in favour of “Registrar General, Rajasthan High Court, Jodhpur”.
- e. Refund of PSD: PSD shall be refunded after one (01) month of the successful completion of the contract period i.e. one (01) month after expiry of “Warranty and Support Services” of all the Items.
- f. Forfeiture of PSD: PSD shall be forfeited in the following cases:-
 - i. When any terms and condition of the contract is breached.
 - ii. When the Supplier/ Selected bidder(s) fail to commence supply or stops making the supplies or fail to provide deliverables after partially executing the purchase/ work order.
 - iii. To adjust any dues against the firm from any other contract with RHC.
- g. No interest will be paid by R.H.C. on the amount of EMD and PSD.
- h. Proper notice will be given to the Supplier/ Selected bidder(s) with reasonable time before EMD/ PSD is forfeited.
- i. Forfeiture of EMD/PSD shall be without prejudice to any other right of R.H.C. to claim any damages as admissible under the law as well as to take such action against the Supplier/ Selected bidder(s) such as severing future business relation or black listing, etc.

16. Copyright: The copyright in all drawings, source code, design documents, and other materials containing data and information furnished to the Purchaser by the Supplier/ Selected bidder(s) herein shall remain vested in the Selected bidder(s), or, if they are furnished to the Purchaser directly or through the Supplier/ Selected bidder(s) by any third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party.

17. Confidential Information:

- a. The Purchaser and the Supplier/ Selected bidder(s) shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any drawings, documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following



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completion or termination of the Contract.

- b. The Purchaser shall not use such documents, data, and other information received from the Supplier/ Selected bidder(s) for any purposes unrelated to the Contract. Similarly, the Supplier/ Selected bidder(s) shall not use such documents, data, and other information received from the Purchaser for any purpose other than the design, procurement, or other work and services required for the performance of the Contract.
- c. The obligation of a party under sub-clauses above, however, shall not apply to information that:
 - i. the Purchaser or Supplier/ Selected bidder(s) need to share with Rajasthan High Court participating in the Contract;
 - ii. now or hereafter enters the public domain through no fault of that party;
 - iii. can be proven to have been possessed by that party at the time of disclosure and which was not previously obtained, directly or indirectly, from the other party; or
 - iv. Otherwise lawfully becomes available to that party from a third party that has no obligation of confidentiality.
- d. The above provisions shall not in any way modify any undertaking of confidentiality given by either of the parties hereto prior to the date of the Contract in respect of the supply or any part thereof.
- e. The provisions of this clause shall survive completion or termination, for whatever reason, of the Contract.
- f. As used herein, the term “Confidential Information” means any written information, including without intimation, information created by or for the other party, which relates to internal controls or information concerning the financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions or security procedures of either party or any of its affiliates, or any client of either party, except such information which is in the public domain at the time of its disclosure or thereafter enters the public domain other than as a result of a breach of duty on the part of the party receiving such information. It is the express intent of the parties that all the business process and methods used by the Bidder in rendering the services hereunder are the Confidential Information of the Bidder.

18. Sub-contracting:

- a. The bidder(s) shall not assign or sub-let his contract or any substantial part thereof to any other agency without the permission of Purchaser/ Tendering Authority, except for the following:
 - Setting-up a helpdesk
 - Establishment of Service support centre / deployment of Resident Engineers
 - Transportation of the Items mentioned in the Annexure-1 to the destinations
- b. If permitted, the selected bidder(s) shall notify the Purchaser, in writing, of all subcontracts awarded under the Contract, if not already specified in the Bid. Subcontracting shall in no event relieve the Supplier/ Selected bidder(s) from any of its obligations, duties, responsibilities, or liability under the Contract.
- c. Subcontracts shall comply with the provisions of bidding document and/ or contract

19. Specifications and Standards:

- a. All articles supplied shall strictly conform to the specifications, trademark laid down in the tender form and wherever articles have been required according to ISI/ ISO/ other applicable specifications/ certifications/ standards, those articles should conform strictly to those specifications/ certifications/ standards. The supply shall be of best quality and description. The



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decision of the competent authority/ purchase committee whether the articles supplied conform to the specifications shall be final and binding on the supplier/ selected bidder(s).

b. Technical Specifications-

- i. The Supplier/ Selected bidder(s) shall ensure that the goods and related services comply with the technical specifications and other provisions of the Contract.
 - ii. The Supplier/ Selected bidder(s) shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designed by or on behalf of the Purchaser, by giving a notice of such disclaimer to the Purchaser.
 - iii. The goods and related services supplied under this Contract shall conform to the standards mentioned in bidding document and, when no applicable standard is mentioned, the standard shall be equivalent or superior to the official standards whose application is appropriate to the country of origin of the Goods.
- c. Wherever references are made in the Contract to codes and standards in accordance with which it shall be executed, the edition or the revised version of such codes and standards shall be those specified in the bidding document. During Contract execution, any changes in any such codes and standards shall be applied only after approval by the Purchaser and shall be treated in accordance with the general conditions of the contract.

20. Packing and Documents:

- a. The Supplier/ Selected bidder(s) shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the final destination of the Goods and the absence of heavy handling facilities at all points in transit.
- b. The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in the contract, and in any other instructions ordered by the Purchaser.
- c. The Bidder(s) shall be responsible for any defect in packing and ensure the following:
 - i. The furnished all the items should be Bubble Wrapped and then packed in the cardboard boxes of standard quality as followed by industry.
 - ii. The all above items shall be packed in cartons as per requirements of distribution to Rajasthan High Court, Jodhpur, Jodhpur.
 - iii. The packed carton shall be sealed and preserved in the Bidder's / OEM's store location/ Godown/ Warehouse

21. Insurance:

- a. The Goods supplied under the Contract shall be fully insured against loss by theft, destruction or damage incidental to manufacture or acquisition, transportation, storage, fire, flood, under exposure to weather and delivery at the designates project locations, in accordance with the applicable terms. The insurance charges will be borne by the supplier and Purchaser will not be required to pay such charges if incurred.
- b. The goods will be delivered at the FOR destination in perfect condition.



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22. Transportation:

- a. The supplier/ selected bidder(s) shall be responsible for the proper packing so as to avoid damage under normal conditions of transport by sea, rail and road or air and delivery of the material in the good condition to the consignee at destination. In the event of any loss, damage, breakage or leakage or any shortage the bidder(s) shall be liable to make good such loss and shortage found at the checking/ inspection of the material by the consignee. No extra cost on such account shall be admissible.
- b. All goods must be sent freight paid through Railways or goods transport from the supplier's/ selected bidder's bill.

23. Inspection:

- a. The Purchase Officer or his duly authorized representative shall at all reasonable time have access to the supplier's/ selected bidder's premises and shall have the power at all reasonable time to inspect and examine the materials and workmanship of the goods/ equipment/ machineries during manufacturing process or afterwards as may be decided.
- b. As and when a complete Lot is ready for delivery, the selected bidder(s) shall intimate R.H.C. with a written intimation of atleast 03 days to conduct Pre-delivery Inspection. The supplier/ selected bidder(s) shall furnish complete address of the premises of his factory, office, go-down or workshop where inspection can be made together with name and address of the person who is to be contacted for the purpose.
- c. Registrar General, R.H.C. can may conduct inspection which will be done by authorized representative, Rajasthan High Court, Jodhpur. RHC shall undertake the pre-delivery inspection of the all the items in accordance to the standard procedures being followed by RHC in Quality Inspection. The inspection team shall prepare a Report specifying satisfactory operational condition of the inspected all the items, gaps identified and necessary corrective measurements required by the Bidder.
- d. After successful inspection, it will be supplier's/ selected bidder's responsibility to dispatch and deliver the all the items at respective locations without any financial liability to the Purchaser.
- e. Rajasthan High Court representatives may conduct Post-Delivery Inspection and SAT. After completion of inspection, the all the items shall be handed over by the successful bidder to the Registrar General ,Rajasthan High Court, Jodhpur, or the officer nominated by RHC. The official nominated by RHC shall provide the sign off on the delivery challan to the bidder.

24. Rejection:

- a. Articles not approved during inspection or testing shall be rejected and will have to be replaced by the selected bidder(s) at his own cost within the time fixed by the Purchase Officer.
- b. If, however, due to exigencies of Department of RHC, such replacement either in whole or in part, is not considered feasible, the Purchase Officer after giving an opportunity to the selected bidder(s) of being heard shall for reasons to be recorded, deduct a suitable amount from the approved rates. The deduction so made shall be final.
- c. The rejected articles shall be removed by the selected bidder(s) within 15 days of intimation of rejection, after which Purchase Officer shall not be responsible for any loss, shortage or damage and shall have the right to dispose of such articles as he thinks fit, at the supplier's/ bidder's/



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selected bidder's risk and on his account.

25. Extension in Delivery Period and Liquidated Damages (LD):

- a. Except as provided under clause "Force Majeure", if the supplier/ selected bidder(s) fails to deliver any or all of the Goods or perform the Related Services within the period specified in the Contract, the Purchaser may without prejudice to all its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in (d) below for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in the bidding document and/ or contract. Once the maximum is reached, the Purchaser may terminate the Contract pursuant to clause "Termination".
- b. The time specified for delivery in the tender form shall be deemed to be the essence of the contract and the supplier/ selected bidder(s) shall arrange goods supply and related services within the specified period.
- c. Delivery and completion period may be extended with or without liquidated damages, if the delay in the supply of goods or service is on account of hindrances beyond the control of the supplier/ selected bidder(s).
 - i. The supplier/ selected bidder(s) shall request in writing to the purchaser giving reasons for extending the delivery period of service, if he finds himself unable to complete the supply of goods or service within the stipulated delivery period or is unable to maintain prorated progress in the supply of goods or service delivery. This request shall be submitted as soon as a hindrance in delivery of goods and service occurs or within 03 days from such occurrence but before expiry of stipulated period of completion of delivery of goods and service after which such request shall not be entertained.
 - ii. The purchaser shall examine the justification of causes of hindrance in the delivery of goods and service and the period of delay occurred due to that and recommend the competent authority on the period of extension which should be granted with or without liquidated damages.
 - iii. Normally, extension in delivery period of goods and service in following circumstances may be considered without liquidated damages:
 - When delay has occurred due to delay by Rajasthan High Court in performing any of the duties to be performed by them as mentioned in the chapter titled "Scope of work".
 - When delay has occurred in supply of materials etc. if these were required to be supplied to the supplier or service provider by the Rajasthan High Court as per terms of the contract.
 - ii. If the competent authority agrees to extend the delivery period/ schedule, an amendment to the contract with suitable denial clauses and with or without liquidated damages, as the case may be, shall be issued. The amendment letter shall mention that no extra price or additional cost for any reason, what so ever beyond the contracted cost shall be paid for the delayed supply of goods and service.
 - iii. It shall be at the discretion of the concerned authority to accept or not to accept the supply of goods and/ or services rendered by the contractor after the expiry of the stipulated delivery period, if no formal extension in delivery period has been applied and granted. The competent authority shall have right to cancel the contract with respect to undelivered goods and/ or



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service.

- iv. If Registrar General, Rajasthan High Court, Jodhpur is in need of the good and/ or service rendered after expiry of the stipulated delivery period, it may accept the services and issue a letter of extension in delivery period with usual liquidated damages and denial clauses to regularize the transaction.
- d. In case of extension in the delivery and/ or completion period is granted with full liquidated damages, the recovery shall be made on the basis of following percentages of value of goods and/ or service which the supplier/ selected bidder(s) has failed to supply or complete :
- e. Any delay by the Successful Bidder in the delivery of Products/ equipment and/or the services will make the Successful Bidder liable to any or all of the following:
 - i. Forfeiture of Performance Bank Guarantee
 - ii. Imposition of Liquidated Damage charges
 - iii. Termination of the contract for default.
 - iv. Blacklisting of the vendor.

Identification Lot	Quantity to be Delivered (in %age)	Delivery Schedule in Calendar Days
Lot-1	100%	Within 90 Days from the Date of Work Order

26. Authenticity of Equipments-

- a. The selected bidder(s) shall certify (as per Annexure-2) that the supplied goods are brand new, genuine/ authentic, not refurbished or assembled and conform to the description and quality as specified in this bidding document and are free from defects in material, workmanship and service.
- b. If during the contract period, the said goods be discovered counterfeit/ unauthentic or not to conform to the description and quality aforesaid or have determined (and the decision of the Purchase Officer in that behalf will be final and conclusive), notwithstanding the fact that the purchaser may have inspected and/ or approved the said goods, the purchaser will be entitled to reject the said goods or such portion thereof as may be discovered not to conform to the said description and quality, on such rejection the goods will be at the selected bidder's risk and all the provisions relating to rejection of goods etc., shall apply. The selected bidder(s) shall, if so called upon to do, replace the goods etc., or such portion thereof as is rejected by Purchase Officer, otherwise the selected bidder(s) shall pay such damage as may arise by the reason of the breach of the condition herein contained. Nothing herein contained shall prejudice any other right of the Purchase Officer in that behalf under this contract or otherwise.
- c. Goods accepted by the purchaser in terms of the contract shall in no way dilute purchaser's right to reject the same later, if found deficient in terms of the this clause of the contract.

27. Patent Indemnity:

- a. The supplier/ selected bidder(s) shall, subject to the Purchaser's compliance with sub-clause (b) below, indemnify and hold harmless the Purchaser and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Purchaser may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of: -



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- i. the installation of the Goods by the supplier/ selected bidder(s) or the use of the Goods in the country where the Site is located; and
- ii. the sale in any country of the products produced by the Goods.

Such indemnity shall not cover any use of the Goods or any part thereof other than for the purpose indicated by or to be reasonably inferred from the Contract, neither any infringement resulting from the use of the Goods or any part thereof, or any products produced thereby in association or combination with any other equipment, plant, or materials not supplied by the supplier/ selected bidder(s), pursuant to the Contract.

- b. If any proceedings are brought or any claim is made against the Purchaser arising out of the matters referred to above, the Purchaser shall promptly give the supplier/ selected bidder(s) a notice thereof, and the supplier/ selected bidder(s) may at its own expense and in the Purchaser's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.
- c. If the supplier/ selected bidder(s) fails to notify the Purchaser within thirty (30) days after receipt of such notice that it intends to conduct any such proceedings or claim, then the Purchaser shall be free to conduct the same on its own behalf.
- d. The Purchaser shall, at the supplier's/ selected bidder's request, afford all available assistance to the supplier/ selected bidder(s) in conducting such proceedings or claim, and shall be reimbursed by the supplier/ selected bidder(s) for all reasonable expenses incurred in so doing.
- e. The Purchaser shall indemnify and hold harmless the supplier/ selected bidder(s) and its employees, officers, and Subcontractors (if any) from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the supplier/ selected bidder(s) may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract arising out of or in connection with any design, data, drawing, specification, or other documents or materials provided or designed by or on behalf of the Purchaser.

28. Limitation of Liability: Except in cases of gross negligence or wilful misconduct:-

- a. neither party shall be liable to the other party for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier/ selected bidder(s) to pay liquidated damages to the Purchaser; and
- b. the aggregate liability of the supplier/ selected bidder(s) to the Purchaser, whether under the Contract, in tort, or otherwise, shall not exceed the amount specified in the Contract, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the supplier/ selected bidder(s) to indemnify the Purchaser with respect to patent infringement.

29. Change in Laws & Regulations:

- a. Unless otherwise specified in the Contract, if after the date of the Invitation for Bids, any law, regulation, ordinance, order or bylaw having the force of law is enacted, promulgated, abrogated, or changed in Rajasthan/ India, where the Site is located (which shall be deemed to include any change in interpretation or application by the competent authorities) that subsequently affects



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the Delivery Date and/ or the Contract Price, then such Delivery Date and/ or Contract Price shall be correspondingly increased or decreased, to the extent that the Supplier has thereby been affected in the performance of any of its obligations under the Contract.

- b. Notwithstanding the foregoing, such additional or reduced cost shall not be separately paid or credited, if the same has already been accounted for in the price adjustment provisions where applicable.

30. Force Majeure:

- a. The supplier/ selected bidder(s) shall be liable for forfeiture of its PSD, LD, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- c. For purposes of this Clause, “Force Majeure” means an event or situation beyond the control of the supplier/ selected bidder(s) that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the supplier/ selected bidder(s). Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- c. If a Force Majeure situation arises, the supplier/ selected bidder(s) shall promptly notify the RHC in writing of such conditions and cause thereof within 15 days of occurrence of such event. Unless otherwise directed by RHC, the supplier/ selected bidder(s) shall continue to perform its obligations under the contract as far as reasonably practical.
- d. If the performance in whole or part or any obligation under the contract is prevented or delayed by any reason of Force Majeure for a period exceeding 50 days, either party at its option may terminate the contract without any financial repercussion on either side.
- e. In case a Force Majeure situation occurs with the Rajasthan High Court, Jodhpur, the RHC, Jodhpur may take the case with the supplier/ selected bidder(s) on similar lines.

31. Change Orders and Contract Amendments-

- a. The Purchaser may at any time order the supplier/ selected bidder(s) through Notice in accordance with clause “Notices” above, to make changes within the general scope of the Contract in any one or more of the following: -
 - i. drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser;
 - ii. the method of shipment or packing;
 - iii. the place of delivery; and
 - iv. the related services to be provided by the supplier/ selected bidder(s)
 - v. The quantity of purchase items/order may be increased and reduced as per final requirement.
- b. If any such change causes an increase or decrease in the cost of, or the time required for, the supplier’s/ selected bidder’s performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or in the Delivery and Completion Schedule, or both, and the Contract shall accordingly should be amended. Any claims by the supplier/ selected bidder(s) for adjustment under this clause must be asserted within seven (07) days from the date of the supplier’s/ selected bidder’s receipt of the Purchaser’s change order.
- c. Prices to be charged by the supplier/ selected bidder(s) for any related services that might be needed but which were not included in the Contract shall be agreed upon in advance by the



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parties and shall not exceed the prevailing rates charged to other parties by the supplier/ selected bidder(s) for similar services.

32. Termination:

a. Termination for Default:

- i. The tender sanctioning authority of RHC may, without prejudice to any other remedy for breach of contract, by a written notice of default, of at-least 07 days, sent to the supplier/ selected bidder(s), terminate the contract in whole or in part: -
 - If the supplier/ selected bidder(s) fails to deliver any or all quantities of the service within the time period specified in the contract, or any extension thereof granted by RHC ; or If the supplier/ selected bidder(s) fails to perform any other obligation under the contract within the specified period of delivery of service or any extension granted thereof; or
 - If the supplier/ selected bidder(s), in the judgement of the Purchaser, is found to be engaged in corrupt, fraudulent, collusive, or coercive practices in executing the contract.
 - If the supplier/ selected bidder(s) commits breach of any condition of the contract.
- ii. If RHC terminates the contract in whole or in part, amount of PSD may be forfeited.
- iii. Before cancelling a contract and taking further action, advice of senior most finance person available in the office and of legal adviser or legal assistant posted in the office, if there is one, may be obtained.

b. Termination for Insolvency: RHC may at any time terminate the Contract by giving a written notice of at-least 07 days to the supplier/ selected bidder(s), if the supplier/ selected bidder(s) becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the supplier/ selected bidder(s), provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to RHC.

The Successful bidder must submit a solvency certificate of INR 30 Crores in format prescribed in extant law for the time being in force.

c. Termination for Convenience:

- i. RHC, by a written notice of atleast 07 days sent to the supplier/ selected bidder(s), may terminate the Contract, in whole or in part, at any time for its convenience. The Notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the supplier/ selected bidder(s) under the Contract is terminated, and the date upon which such termination becomes effective.
- ii. Depending on merits of the case the supplier/ selected bidder(s) may be appropriately compensated on mutually agreed terms for the loss incurred by the contract if any due to such termination.
- iii. The Goods that are complete and ready for shipment within seven (07) days after the supplier's/ selected bidder's receipt of the Notice of termination shall be accepted by the Purchaser at the Contract terms and prices. For the remaining Goods, the Purchaser may elect:
 - To have any portion completed and delivered at the Contract terms and prices; and/or
 - To cancel the remainder and pay to the supplier/ selected bidder(s) an agreed amount for partially completed Goods and Related Services and for materials and parts previously procured by the supplier/ selected bidder(s).



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33. Settlement of Disputes-

General: If any dispute arises between the supplier/ selected bidder(s) and RHC during the execution of a contract that should be amicably settled by mutual discussions. However, if the dispute is not settled by mutual discussions, a written representation will be obtained from the supplier/ selected bidder(s) on the points of dispute. The representation so received shall be examined by the concerned Procurement Committee which sanctioned the tender. The Procurement Committee may take legal advice of a counsel and then examine the representation. The supplier/ selected bidder(s) will also be given an opportunity of being heard.

The Committee will take a decision on the representation and convey it in writing to the supplier/ selected bidder(s).

- a. Standing Committee for Settlement of Disputes: If a question, difference or objection arises in connection with or out of the contract/ agreement or the meaning of operation of any part, thereof or the rights, duties or liabilities of either party have not been settled by mutual discussions or the decision of tender sanctioning Procurement Committee, it shall be referred to the empowered standing committee for decision. The empowered standing committee shall consist of following members: - (RHC)

Hon'ble Judge

: Chairman

Hon'ble Judge

: Member

- c. Procedure for reference to the Standing Committee: The supplier/ selected bidder(s) shall present his representation to the Registrar General, Rajasthan High Court along with a fee equal to two percent of the amount of dispute, not exceeding Rupees One Lac, within one month from the date of communication of decision of the tender sanctioning Procurement Committee. The officer-in-charge of the project who was responsible for taking delivery of the goods and/ or service from the supplier/ selected bidder(s) shall prepare a reply of representation and shall represent the RHC stand before the standing committee. From the side of the supplier/ selected bidder(s), the claim case may be presented by himself or through a lawyer. After hearing both the parties, the standing committee shall announce its decision which shall be final and binding both on the supplier/ selected bidder(s) and RHC. The standing committee, if it so decides, may refer the matter to the Registrar General, Rajasthan High Court, Jodhpur for further decision.

- d. Legal Jurisdiction: All legal proceedings arising out of any dispute between both the parties regarding a contract shall be settled by a competent court having jurisdiction over the place, where agreement has been executed and by no other court, after decision of the standing committee for settlement of disputes.

- e. **Vexation appeal or complaints:-** Whoever intentionally files any vexatious, frivolous or malicious appeal or complaint under this Act, with the intention of delaying or defeating any procurement or causing loss to any procuring entity or any other bidder, shall be punished with fine which may extend to twenty lakh rupees or five percent of the value of procurement, whichever is less.

34. Payment Terms and Schedule:

- a. The supplier's/ selected bidder's request for payment shall be made to the purchaser in writing,



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- accompanied by invoices describing, as appropriate, the goods delivered and related services performed, and by the required documents submitted pursuant to general conditions of the contract and upon fulfillment of all the obligations stipulated in the Contract.
- b. Due Payments shall be made promptly by the purchaser, generally within sixty (60) days after submission of an invoice or request for payment by the supplier/ selected bidder(s), and the purchaser has accepted it, as per following schedule floor wise:-
- **For each floor(LGF, UGF, FFL):** 50% of total price against delivery of the equipments at the site after submitting the duly verified delivery challan.
 - **For each floor(LGF, UGF, FFL):** 50% of total price against successful installation and final acceptance sign-off from the concerned Sections of the High Court.
- c. The currency or currencies in which payments shall be made to the supplier/ selected bidder(s) under this Contract shall be Indian Rupees (INR) only.
- d. All remittance charges will be borne by the supplier/ selected bidder(s).
- e. In case of disputed items, disputed amount shall be withheld and will be paid only after settlement of the dispute.
- f. Payment in case of those goods which need testing shall be made only when such tests have been carried out, test results received conforming to the prescribed specification.
- g. Advance Payments will not be made.
- h. Any penalties/ liquidated damages, as applicable, for delay and non-performance, as mentioned in this bidding document, will be deducted from the payments for the respective milestones.
- i. Taxes (work contract tax, service tax, VAT/GST, income tax, etc.), as applicable, will be deducted at source, from due payments, as per the prevalent rules and regulations.
- j. The Vendor will deliver the items at New Building of Rajasthan High Court, Jodhpur as per the purchase order and obtain signature with date and stamp on Delivery Challan(s) of the concerned Authorized Officer. The Vendor will submit a copy of Delivery Challans to Registrar General, Rajasthan High Court, Jodhpur or its Authorized Representative.
- k. Based on these installation reports, the Vendor will further prepare a consolidated installation report consisting of serial no. of each ordered and installed item, location of installation, date of installation, etc. in the prescribed Performa.
- l. The Vendor will submit all original installation reports.
- m. The consolidated installation report, as verified by Authorized Officer of Rajasthan High Court will be duly signed with date and stamped by Registrar General, Rajasthan High Court, Jodhpur or its Authorized Representative.

C) Special Conditions of the Bid

35. Service Level Agreement and Penalties

- a. SLA defines the terms of the successful bidder's responsibility in ensuring the performance of the Furniture hardware Items & all other accessories supplied as per the Scope of Work as specified in the RFP document based on the agreed Performance Indicators as detailed in the Agreement.
- b. The Bidder shall provide comprehensive, end-to-end service including supply, warranty and replacement of the defective all the items/their components in case of physical damage. No reason shall be entertained (unless those mentioned in Force Majeure) in case of un-availability of any service given in the Scope of Work in this RFP and the appropriate penalty shall be levied.
- c. The selected bidder(s) and RHC shall regularly review the performance of the services being provided by the Selected bidder(s) and the effectiveness of this SLA.



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- d. Applicable penalties shall be calculated on Quarterly basis.
- e. The total Penalty shall not exceed 10% of the total value of the order. Penalty beyond 10% of the total value of the order, on account of any reason whatsoever, will be deemed to be an event for termination on default.

35.1 SLA adherence during Warranty and Support Services

The following measurements and targets shall be used to track and report performance on a regular basis. The targets shown in the following tables are applicable for the entire duration of the Contract / Project, failing which the selected bidder(s) is liable to be penalized:

Sl. No.	Type of Incident	Target Resolution time	Penalty
1	Any defect in all the items or any of its part	T+24 HRS	No penalty
		> T+48 HRS	Rs. 100 /- per day per items till the defect is rectified
		> T +7 Days	If the selected bidder(s) fails to rectify a defect within 7 days, RHC may proceed to take such remedial action as may be necessary, in addition to other recourses available in terms and conditions of the contract and bidding document

Note: T is the time when user reports the defect with the all the items at the service support centre / Resident Engineer (as per the contact address provided by the bidder) in person.

WARRANTY SERVICE LEVEL REQUIREMENTS – SLA:-

Service Hours:-

The Service window for all the equipments would be 24x7x365.

Scheduled Downtime:-

- (a) It will be expressed in hours.
- (b) The maximum scheduled downtime for any equipment would be 2 days in every calendar month.
- (c) The preventive maintenance would be carried out with a minimum advance notice of 24 hours in writing and subsequent acceptance of the same by Registrar General, Rajasthan High Court, Jodhpur.
- (d) (d)The penalty will be applicable on per fault basis even if there is a commonality of fault at any point causing full or part failure of services.
- (e) After the expiry of warranty, it shall be optional for Registrar General, Rajasthan High Court, Jodhpur not to enter the contract further with the bidder. If Registrar General, Rajasthan High Court, Jodhpur is not satisfied with the performance of the bidder during Warranty it reserves the right to terminate the same during its currency, after giving a notice to the bidder.
- (f) The bidder has to maintain adequate spares for maintaining the SLA (Service Level Agreement) parameters as mentioned below. Any cost involved to meet the service level requirements specified above is to be borne by the Bidder.
- (g) In case the Service Level Requirements are violated continuously for a period of three months, Rajasthan High Court, Jodhpur reserves the right to terminate the Contract by giving a notice to the Successful Bidder.
- (h) The preventive maintenance of all the installed file compactors to be carried out every 6 months during the warranty period and the report is to be submitted to the Registrar General, Rajasthan High Court, Jodhpur.



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35.2 **BID Submission Process :-**

- 1 Any other document which the Vendor may feel necessary to support the product/bid.
- 2 Tender bid must contain the name, office and after office hours addresses including telephone number(s) of the person(s) who are authorized to submit the bid with their signatures. A certificate from bidder's HR/Legal Department must be enclosed with the bid certifying that the person(s) who signed the bid is an authorized person on behalf of the Company.
- 3 All pages of the bid being submitted **must be signed and sequentially numbered** by the bidder irrespective of the nature of content of the documents.
- 4 Bids **NOT** submitted as per the specified format and nomenclature will be out rightly rejected.
- 5 Ambiguous bids will be out rightly rejected.
- 6 The Rajasthan High Court will **NOT** be responsible for any delay on the part of the Vendor in obtaining the terms and conditions of the Tender notice or submission of the Tender bids.
- 7 The offers submitted by telegram/ fax/ e-mail etc. shall **NOT** be considered. No correspondence will be entertained on this matter.
- 8 The price shall be for delivery at desired destination in the State of Rajasthan including installation/commissioning and complete operationalization and including statutory levies, if any.
- 9 Conditional Tenders shall **NOT** be accepted on any ground and shall be rejected straightway.
- 10 Bidder shall furnish a compliance statement (Point-wise) of specifications & features of offered equipments with the Technical Bid. **No deviations in terms & conditions** of the Tender document as well as technical specifications (on the lower side) will be accepted in any case.
- 11 Tender process will be over after the issue of Supply & Installation Order to the selected Vendor(s).
- 12 Bids not quoted as per the format given by the Rajasthan High Court will be rejected straightway.
- 13 The bidder must quote for all the items mentioned in the **Annexures-2** including option items /Services. In case any items not quoted, the bid shall be summarily rejected.
- 14 Bidder must quote only one option (Make/Model) against the third party items from amongst the items listed in the **"Annexure – 2: Technical Specification"**.
- 15 Vendor should not quote products which are nearly end of life during the empanelment. However, if it happens, empanelled Vendor will supply the next higher version of the technically accepted product at the same administered empanelled price.
- 16 If required the Rajasthan High Court may allow finally empanelled Vendors to supply any of the technically qualified products (Make/Model), depending upon Project requirements, at the same empanelled price provided, documentary evidence as per eligibility criteria is provided.
- 17 Bidder must furnish the technical specification and financial specification compliance sheet, mentioning page numbers of relevant documents in Bid, in Annexure - 2 and 3.

Note: In spite of above Terms & Condition Rules of GF&AR-II and Rajasthan Transparency in Public Procurement Act, 2012 and Rajasthan Transparency in Public Procurement Rules, 2013 to be applicable. Omission of any reference, condition, relevant rule in the tender document shall not constitute grounds for appeal or liability on the part of the procuring entity.



Annexure-A

Compliance with the Code of Integrity and No Conflict of Interest

Any person participating in a procurement process shall -

- i. not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- ii. not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- iii. not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- iv. not misuse any Information shared between the procuring Entity and the Bidders with an intent to gain unfair advantage in the procurement process;
- v. not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- vi. not obstruct any investigation or audit of a procurement process;
- vii. disclose conflict of interest, if any; and
- viii. disclose any previous transgressions with any Entity in India or any other country during the last three years or any debarment by any other procuring entity.

Conflict of Interest :-

The Bidder participating in a bidding process must not have a Conflict of Interest. A Conflict of Interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

A bidder may be considered to be in Conflict of interest with one or more parties in an bidding process if, including but not limited to;

- (a) have controlling partners/shareholders in common; or
- (b) receive or have received any direct or indirect subsidy from any of them; or
- (c) have the same legal representative for purposes of the Bid; or
- (d) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Entity regarding the bidding process; or
- (e) the bidder participates in more than one Bid in abiding process. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which the Bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a Bidder, in more than one Bid; or
- (f) the Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Goods, Works or Services that are the subject of the Bid; or
- (g) Bidder or any of its affiliates has been hired (or is proposed to be hired) by the procuring Entity as engineer-in-charge/consultant for the contract.



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Annexure-B

Declaration by The Bidder regarding Qualification

Declaration by the Bidder

In relation to my/our Bid submitted to for procurement of in response to their Notice Inviting Bid No. Dated..... I/We hereby declare under Section 7 of Rajasthan Transparency in Public Procurement Act, 2012, that:

1. I/We possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
2. I/We have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the bidding document;
3. I/We are not insolvent in receivership , bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons;
4. I/We do not have, and our directors and officers not have, been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
5. I/We do not have a conflict of interest as specified in the Act, Rules and Bidding Document, which materially affects fair competition;

Date:

Place :

Signature of Bidder

Name:

Designation:

Address:



Annexure-C

Grievance Redressal during Procurement Process

The designation and address of the Appellate Authority

(1) Filing an appeal

If any Bidder or prospective bidder is aggrieved that any decision, action or omission of the Procuring Entity is in contravention to the provisions of the Act or the Rules or the Guidelines issued thereunder, he may file an appeal to Appellate Authority, as specified in the Bidding Document within a period of ten days from the date of such decision or action, omission, as the case may be clearly giving the specific ground or grounds on which he feels aggrieved:

Provided that after the declaration of a bidder as successful the appeal may be filed only by a Bidder who has participated in procurement proceedings:

Provided further that in case a procuring Entity evaluates the Technical Bids before the opening of the financial Bids, an appeal related to the matter of Financial Bids may be filed only by a bidder whose technical bid is found to be acceptable.

(2) The officer to whom an appeal is filed under Para (1) shall deal with the appeal as expeditiously as possible and shall endeavor to dispose it of within thirty days from the date of the appeal.

(3) If the officer designated under para(1) fails to dispose of the appeal filed within the period specified in para(2), or if the Bidder or prospective bidder of the Procuring Entity is aggrieved by the order passed by the Appellate Authority, the Bidder or prospective bidder or the Procuring Entity, as the case may be.

(4) Appeal not to lien in certain cases

No appeal shall lie against any decision of the Procuring Entity relating to the following matters, namely:-

- (a) Determination of need of procurement;
- (b) Provisions limiting participation of Bidders in the Bid process;
- (c) The decision of whether or not to enter into negotiations;
- (d) Cancellation of a procurement process;
- (e) Applicability of the provisions of confidentiality

(5) Form of Appeal

- (a) An appeal under para(1) or (3) above shall be in the annexed Form along with as many copies as there are respondents in the appeal.
- (b) Every appeal shall be accompanied by an order appealed against, if any. Affidavit verifying the facts stated in the appeal and proof of payment of fee.
- (c) Every appeal may be presented to Appellate Authority, as the case may be, in person or through registered post or authorized representative.



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(6) Fee for Filling Appeal

- (a) Fee for filling appeal shall be rupees two thousand five hundred, which shall be non-refundable.
- (b) The fee shall be paid in the form of Bank demand draft of banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

(7) Procedure for disposal of appeal

- (a) The Appellate Authority as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date fixed for hearing, the Appellate Authority, as the case may be, shall,
 - (i) Hear all the parties to appeal present before him; and
 - (ii) Peruse or inspect documents, relevant records or copies there of relating to the matter.
- (c) After hearing the parties, perusal or inspection of documents and relevant records or copies there of relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
- (d) The order passed under sub-clause(c) above shall also be placed on the State Public Procurement Portal.



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Form No. – 1

Memorandum of Appeal
(See sub-rule 1 of rule 83)

Memorandum of Appeal under the Rajasthan Transparency in Public Procurement Act, 2012

Appeal No of

Before.....(Appellate Authority)

1 Particulars of appellant:

(i) Name and father's name of the appellant :.....

(ii) Official address :.....

(iii) Residential address :.....

2. Name and address of the respondent(s)

(i)

(ii)

(iii)

3. Number and date of the order appealed against and name and designation of the officer / authority who passed the order, or a statement of a decision, action or omission of the procuring entity in contravention to the provisions of the Act by which the appellant is aggrieved

4. If the Appellant proposes to be represented by :.....

a representative the name and postal address

of the representative.

5. Number of affidavits and documents enclose with the appeal:

6. Grounds of appeal:-

.....

.....(Supported by an affidavit)

7. Prayer

Place

Date

Appellant's Signature



Annexure-D

Additional Conditions of Contract

1. Correction of arithmetic errors.-

Provided that Financial Bid is substantially responsive, the Procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis, namely: -

- (a) if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

2. Procuring Entity's Right to vary Quantities.-

- (a) At the time of award of contract, the quantity of Goods, works or service originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed twenty percent, of the quantity specified in the Bidding Document. It shall be without any change and the unit prices or other terms and conditions of the Bid and the conditions of contract.
- (b) If the procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the Conditions of Contract.
- (c) In case of procurement of Goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not more than 50% of the value of Goods of the original contract. If the suppliers fails to do so, the Procuring Entity shall be free to arrange for the balance supply by limited bidding or otherwise and the extra cost incurred shall be recovered from the Supplier.

3. Dividing quantities among more than one bidder at the time of award.-

As a general rule all the quantities of the subject matter of procurement shall be procured from the bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, then in such cases, the quantity may be divided between the Bidders, whose Bid is accepted and the second lowest Bidder or even more bidders in that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.



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Annexure-1: **BILL OF MATERIAL (BoM) Anex. “A” & “B”**

A. Office Furniture

Item No.	Equipments	Quantity	Category*	MAF required (Y/N)	Period of Comprehensive OEM Warranty (in Months)	Period of end of sale (in months)	Availability of part in Rajasthan	Period of back to back support, updates and patches (in months)
1	Dinning Table (without chairs)	1	I	Yes	60	24	84	84
2	Sofa 1 Seater	2	I, X	Yes	60	24	84	84
3	Executive visitor Chair non-revolving	6	I	Yes	60	24	84	84
4	Executive Chair Very High Back	1	I	Yes	60	24	84	84
5	Dinning Chair	4	I	Yes	60	24	84	84
6	Table	24	I,II	Yes	60	24	84	84
7	3 Door Wardrobe	24	I,II	Yes	60	24	84	84
8	Visitor 2 seater with cushion set	73	I, II, III, IV	Yes	60	24	84	84
9	Bed Side Table	39	I,II,III, IV	Yes	60	24	84	84
10	Mattress	39	I,II,III, IV	Yes	60	24	84	84
11	Single Bed	39	I,II,III, IV	Yes	60	24	84	84
12	Pillow	39	I,II,III, IV	Yes	60	24	84	84
13	Corner Table	119	I, II, III, IV, IX	Yes	60	24	84	84
14	Sofa 1 seater	55	I, II, III, VII, V, IX	Yes	60	24	84	84
15	Sofa 2 seater	62	I, II, III, VII, V, IX	Yes	60	24	84	84
16	Sofa 3 Seater	54	I, II, III, VII, V, IX	Yes	60	24	84	84
17	Main Desk	2	I,III	Yes	60	24	84	84
18	Mobile Pedestal	2	I,III	Yes	60	24	84	84
19	ERU(Side Table)	2	I,III	Yes	60	24	84	84
20	Back Unit	2	I,III	Yes	60	24	84	84
21	Coffee Table	69	I, II, III, IV, IX, X	Yes	60	24	84	84
22	Sofa 3 Seater	8	I, X	Yes	60	24	84	84
23	ERU (Side Table)	23	II	Yes	60	24	84	84
24	Main Desk	23	II	Yes	60	24	84	84
25	Chair High back	42	II,III,IV	Yes	60	24	84	84
26	Chair Visitor	167	II, III, IV	Yes	60	24	84	84
27	Book case	18	IV	Yes	60	24	84	84
28	Joining Table	18	IV	Yes	60	24	84	84
29	Main Desk	18	IV	Yes	60	24	84	84



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30	Mobile pedestal	18	IV	Yes	60	24	84	84
31	ERU (Side Table)	18	IV	Yes	60	24	84	84
32	Back unit	18	IV	Yes	60	24	84	84
33	Table for Officers	94	V	Yes	60	24	84	84
34	Chair High Back	94	V	Yes	60	24	84	84
35	Chair Visitor	180	V, VI, VII	Yes	60	24	84	84
36	Table 1500x750	15	VI	Yes	60	24	84	84
37	Table 1200x600	21	VI	Yes	60	24	84	84
38	Reception Table 2 arc rubberwood	2	VI	Yes	60	24	84	84
39	Chair Mid Back	1129	VI, VII, VIII	Yes	60	24	84	84
40	Conference Table	125	VII	Yes	60	24	84	84
41	Table	56	VII	Yes	60	24	84	84
42	Chair Very High Back	1	VII	Yes	60	24	84	84
43	Chair Mid Back	96	VII	Yes	60	24	84	84
44	Chair Visitor	110	VII	Yes	60	24	84	84
45	Chair High Back	6	VII	Yes	60	24	84	84
46	Table - 1200 X 600 (Court Room Table) without chair and side unit	44	VIII	Yes	60	24	84	84
47	Table - 1800 X 900 (Court Room Table) without chair and side unit	44	VIII	Yes	60	24	84	84
48	Single Seater Chair	882	VIII	Yes	60	24	84	84
49	Cluster of 6 - 1200 X 750	21	VI	Yes	60	24	84	84
50	Cluster of 4- 1200 X 750	27	VI	Yes	60	24	84	84
51	Rectangular 1200 X 750 6 seater (linear)	3	VI	Yes	60	24	84	84
52	Cluster of 8 - 1200 X 750	5	VI	Yes	60	24	84	84
53	Rectangular- 1200 X 750 1 seater	1	VI	Yes	60	24	84	84
54	Rectangular - 1200 X 750 3 seater linear	2	VI	Yes	60	24	84	84
55	Rectangular 1200 x 750 4 seater linear	1	VI	Yes	60	24	84	84
56	Rectangular 1200 x 750 8 seater linear	1	VI	Yes	60	24	84	84
57	cluster of 12 1200 x 750	2	VI	Yes	60	24	84	84
58	cluster of 10 1200x 750	6	VI	Yes	60	24	84	84



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59	Rectangular cluster of two	7	VI	Yes	60	24	84	84
60	Rectangular 2 seater 1200x 750 linear	3	VI	Yes	60	24	84	84
61	Rectangular 3 seater	14	IV,VI	Yes	60	24	84	84
62	Rectangular 1500 x 750 3 seater linear	26	VI	Yes	60	24	84	84
63	Rectangular 1500 x 750 1 seater	28	VI	Yes	60	24	84	84

Note:

1. Designation Category wise classification of office furniture is provided in table below:-

Designation	Bifurcation Category
Hon'ble Chief Justice	I
Hon'ble Judges	II
Registrar General	III
Registrars/PPS/Principal prime secretary/DR(J)-1, DR(II)	IV
AR/DR's and senior librarian	V
Staff	VI
Conference Rooms, Meeting Rooms	VII
Court Rooms	VIII
Advocate lounges, Officers waiting, and senior advocates area	IX
Common Room	X

B. Storage(Compactor) Furniture

Item No.	Equipments	Required Qty.						MAF required (Y/N)	Period of Comprehensive OEM Warranty (in Months)	Period of end of sale (in months)	Availabil-ity of part in Rajasth-an	Period of back to back support, updates and patches (in months)
		SD	TD	LD	9 FT Rail	6 FT Rail	3 FT Rail					
<u>Number of Optimizer for new building except library at High Court</u>												
1	2 Bay Optimizer	64	294	64	429	42	174	Yes	60	24	84	84
2	3 Bay Optimizer	165	773	165				Yes	60	24	84	84
3	4 Bay Optimizer	2	6	2	2	3	0	Yes	60	24	84	84
4	5 Bay Optimizer	1	2	1	1	1	0	Yes	60	24	84	84
Total		232	1075	232	432	46	174					
<u>Number of Optimizer for library at new building High Court.</u>												
5	Hings Door	92						Yes	60	24	84	84
6	2 Bay Optimizer	16	96	0	60	32	0	Yes	60	24	84	84
7	3 Bay Optimizer	20	148	0				Yes	60	24	84	84
Total		36	244	0	60	32	0	Yes	60	24	84	84

Note:

1. Optimizer/Compactor Size and Dimensions (HxWxD) = 2461x915x457
 Height with undercarriage and rail = 2361(body)+65(under carriage)+35(rail)
 Bay denote side by side unit placed in a block with following types of blocks –
 - i. Single static (SS)
 - ii. Single last (SL)
 - iii. Twin Mobile (TM) – 2 body back to back



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- iv. SD- Single Static Drive Cover Unit
- v. LD- Single Last Drive Unit
- vi. TD- Twin Mobile Drive Unit

2. *In Library depth of optimizer shall be 1 feet with 92 Hinge Doors.*
3. *Total number of optimizer (Compactor) is 601+2191= 2792.*
4. *Demonstration of Samples of Furniture & Compactor: Samples of product offered may be submitted at the time of opening of bid before the purchase committee. The committee may call for the samples at any point of time.*
5. Apart from items specified herein, any other work/Item which may be required on the basis of actual verified requirement on site, for the purpose of installation work, shall be allowed to be used only with the prior approval of Rajasthan High Court, Jodhpur.
6. Successful bidder has to supply all above items, install necessary hardware and all other accessories as per the instruction and operationalize the furniture to the satisfaction of Nodal Officer and RHC, Jodhpur as the case may be.
7. Details of exact location for delivery shall be provided by Rajasthan High Court, Jodhpur to the successful bidder prior to signing the agreement.
8. Detailed Technical Specification are given in the Annexure-2.
9. OEM warranty will be commenced from the actual date of delivery to the office concerned.



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Annexure 2 : Technical Specification







A. Technical Specification for Office Furniture

S.No	Product Name	Specification	Tentative Sample Picture (For Reference only)
1	Dinning Table (without chairs)	<ul style="list-style-type: none"> Finishing to be chromed steel tube frame Table top of Tempered glass top of 12 mm thickness Load bearing capacity of upper glass : 30 Kg Load bearing capacity of lower glass : 5 Kg Passed 48 hours salt spray test Overall Size: of dia 50 X 740 mm 	
2	Sofa 1 Seater	<p>Size of 1 seater sofa shall be 1010 (L) 920 mm (W) 950 (H) seating area length 560 mm & seating area width 510mm, the frame material to be tropical wood + pine wood, Length of S-spring to be 510 mm, width of belt to be 40mm, no of pocket spring to be 48 per seat. The seat foam & back foam density to be 40/28/30 kg/m3,. The material for leg to be wood.</p>	
3	Executive visitor Chair non-revolving	<p>The seat shall be made up of 1.2 +/- 0.1 cm thick hot pressed plywood & upholstered with leather and moulded polyurethane foam. The back shall be designed with contoured lumber support for extra comfort. Size of back shall be (W)-53cm x (H)-73cm & size of seat shall be (W)-54.6cm x (D)-49cm. High Resilience (HR) moulded foam should be used in making seat & back. The fixed type mechanism shall be made with a 0.8 +/- 0.05cm thick HR steel spine welded to it and black powder coated. Overall dimensions of Chair shall be- Width of Chair - 59cm, Depth of Chair - 68.5 cm as measured from pedestal below. Height of back from ground -89.5cm. Seat height - 46.5cm. Dimensions tolerance / variations shall be within +/- 1 cm.</p>	
4	Executive Chair Very High Back	<p>The seat shall be made up of 1.2 +/- 0.1 cm thick hot pressed plywood & upholstered with leather and moulded polyurethane foam. The back shall be designed with contoured lumber support for extra comfort. Size of back shall be W-53cm, H-95.4cm & size of seat shall be W-54.6cm x D-49cm. High Resilience (HR) foam should be used in making seat & back which shall be moulded with density 45 +/- 2 kg/m³ and hardness load 16 +/- 2 kgf as per IS: 7888 for 25% compression. The seat and back should be arrested together with spine made of 0.8 +/- 0.05 cm thick HR steel and should be powder coated in black with 40-60 micron DFT (Dry film thickness). The armrest tube assy. shall be made of 2.54 +/- 0.03cm x 0.16 +/- 0.0128 cm M.S E.R.W support tubes and chrome plated. The armrest top shall be made up of ABS & upholstered with foam & leather. The mechanism of the chair shall have following features : 360° revolving type, Knee Tilt system, Seat & back tilting ration of 1: 1.5, 5-position locking with antilock back mechanism. The chair shall be provided with pneumatic height adjustment which shall have stroke of 9.0 +/- 0.3 cm. The pedestal shall be made of die-cast aluminium with buffing finish. it shall be fitted with 5 nos twin wheel castor. The size of the pedestal shall be 67.0 +/- 0.5 cm pitch-centre-dia (77.0 +/- 1.0 cm with castors). Overall dimensions of Chair shall be, Width of Chair - 77cm, Depth of Chair - 77 cm as measured from pedestal below. Height of back from ground - min 128.0 to max 137.0 cms. Seat height - min 49.9cm to max 58.9 cm. Dimensions tolerance / variations shall be within +/- 1 cm.</p>	



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S.No	Product Name	Specification	Tentative Sample Picture (For Reference only)
5	Dinning Chair	460mm (W), 425mm (D), 905mm (H) made with 15mm back iron board. Colour chestnut. High quality cushion seat will be made of foam thickness 70 mm, foam density 20-24 kg/m3, with fabric wrapped on to it. Wood-bent plywood.	
6	Table	Champ Independent Table 3 Feet Wide size shall be 900 Width mm x 600 Depth mm x 745 Height mm . The top shall have desk panel made from 25 mm thick pre-laminated boards with PVC edge banding on all sides . Understructure shall be made of 50.8 mm x 25.4 mm x 1.25 mm thick powder coated ERW tubes at base which are welded to the vertical channels shall be made of 0.6 mm thick powder coated MS ' C ' sections . Level adjusters are provided to take care of unevenness in floor. Pedestal on Glides size shall be 355.5 Width mm x 559 Depth mm x 433.5 Height mm . The shell shall be 0.5 mm thick CRCA MS Plus Drawer tray shall be 0.5 mm thick CRCA MS and Drawer Front shall be 0.8 mm thick CRCA MS . There shall also be Lock of 10 Lever Cam Lock and Handles built in Plastic .	
7	3 Door Wardrobe	Size 1321 mm (W), 548 mm (D), 1910mm (H), body panel to be made of 18mm thick pre-laminated particle board. All the exposed edges are edge banded with 2 mm thick PVC edge banding. Door are made of 18mm thick is made of 18 mm PVC membrane pressed MDF. Drawer components are made of 18mm thick pre-laminated particle Board. Body back and drawer bottom are made of 8mm thick pre-laminated particle board.	
8	Visitor 2 seater with cushion set	The dimensions of seat shall be 47.8 cm (W) x 44.6 cm (D) and of back shall be 41.6 cm (W) x 23. cm (H). Understructure assembly shall consists of connecting beam and leg assembly made of M.S.E.R.W. oblong tube of size 75 mm x 50 mm x 2 mm thk. The welded structure assembly shall be powder coated (DFT 40-60 microns). The leg assembly shall be fitted with shoes and levellers in Nylon. The armrest frame shall be made up of size 31.7 mm x 4.7 mm thk HR steel and it shall be powder coated (DFT 40-60 microns). Armrest pad shall be injection molded in Nylon and shall be fitted onto the armrest frame. Overall Dimensions shall be Seat Height - 44.1 cm, Height - 78.5 cm, Width & Depth of Chair as measured from pedestal - Width-114.5cm and Depth-63.8 cm. The cushions for seat and back shall be made of 1.5 ±0.1cm thk foam on an 0.8±0.04cm flat MR grade ply measured as per QA method described in OCP:-OLTA-P14-18 and shall be upholstered with-leatherite	
9	Bed Side Table	Depth - 450.0 mm, Width - 440.0 mm, Height - 510.0 mm Material : Body and drawer panels of Bed side table are made of 18 mm thick Pre-laminated Particle Board. All the exposed edges are edge banded with 0.8 mm thick PVC edge banding. Side panels are made of 18 mm thick Pre-laminated Particle board with imported H.D.F. foil wrapped decorative trim fixed on to it. Hardware : The high quality hardware used like Roller slides, Hinges , minifix, dowels is of make Hettich. Finish :. 18 mm thick Prelaminated Particle Board is in Walnut shade. Design as per the sample picture.	
10	Mattress	Mattress size shall be 78x36, 5 inches+ both side quilted, 95 density bonded foam mattress having side border PU foam & quilting with round corners. Mattress with 20mm top+20mm top+20mm bottom quilting. Mattress with 240 GSM knitted fabric.	



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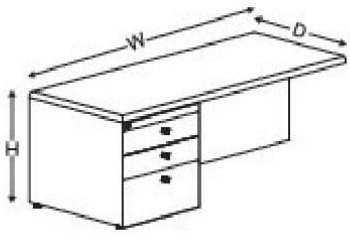


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S.No	Product Name	Specification	Tentative Sample Picture (For Reference only)
11	Single Bed	Overall Size : Length - 2060.0 mm Width - 1131.0 mm Height - 930.0 mm Material : Bed Structure consist of metal frames made of M.S. Channels in 1.0 mm Thickness. Horizontal plinths and bottom plinth are made of 25 mm Thick Prelaminated Particle Board. Head board is made of 18 mm thick Prelaminated Particle board with imported H.D.F. foil wrapped decorative trims fixed to it. Tail board is made of 18 mm thick Prelaminated Particle board with imported H.D.F. foil wrapped decorative trims fixed to it. Side rail is made of 18 mm thick Prelaminated Particle board with imported H.D.F. foil wrapped decorative trims fixed on to it. Mattress panels of Bed are made of 18 mm thick Prelaminated Particle Board with all the exposed edges are edge banded with 0.8 mm thick PVC edge banding. Construction : Knock Down construction. Finish : 18 mm thick Prelaminated Particle Board is in Walnut shade. Metal frames are powder coated in shade Mat Black to the thickness of 50 microns(+/-10).	
12	Pillow	Pillow with hollow fiber, size shall be 17 x 27 inches. Pillow with watermark best quality fabric.	
13	Corner Table	The dimension of the table shall be (L) 600 mm, (W) 600 mm, (H) 450mm, the material of the top shall be plywood with VENEER 18mm thick, the table support to be 55x22mm.	
14	Sofa 1 seater	Size of 1 seater sofa shall be 920 (L) 870 mm (W) 760 (H) seating area length 515 & seating area width 500mm; thickness of PVC to be 0.9 mm, the frame material : Pine wood with anti termite treatment, thickness of plywood used to be 12mm. The seat foam density to be 26 kg/m3 and thickness to be 69,22 & 10 mm. The back foam density to be 28 kg per m3. Thickness of the back foam to be 45 mm. The density of the armrest foam to be 26 kg/m3, thickness of the armrest foam to be 45mm. the leg should be fixed with wood screw provided on frame in addition to M-8 / T-nut. The bush for leg bottom to be PVC.	
15	Sofa 2 seater	Size of 2 seater sofa shall be 1340 (L) 870 mm (W) 760 (H) seating area length 940 & seating area width 500mm; thickness of PVC to be 0.9 mm, the frame material : Pine wood with anti termite treatment, thickness of plywood used to be 12mm. The seat foam density to be 26 kg/m3 and thickness to be 69,22 & 10 mm. The back foam density to be 28 kg per m3. Thickness of the back foam to be 45 mm. The density of the armrest foam to be 26 kg/m3, thickness of the armrest foam to be 45mm. the leg should be fixed with wood screw provided on frame in addition to M-8 / T-nut. The bush for leg bottom to be PVC.	
16	Sofa 3 Seater	Size of 3 seater sofa shall be 1750 (L) 870 mm (W) 760 (H) seating area length 1340 & seating area width 500mm, thickness of PVC to be 0.9 mm, the frame material : Pine wood with anti termite treatment, thickness of plywood used to be 12mm. The seat foam density to be 28 kg/m3 and thickness to be 69,22 & 10 mm. The back foam density to be 28 kg per m3. Thickness of the back foam to be 45 mm. The density of the armrest foam to be 26 kg/m3, thickness of the armrest foam to be 45mm. the leg should be fixed with wood screw provided on frame in addition to M-8 / T-nut. The bush for leg bottom to be PVC.	
17	Main Desk	The main desk is provided with the wire management system .The Main table shall be of size 3600 Width mm x 1080 mm Depth x 750 mm height. Top surface of the table shall made up of MDF (Medium density fibre) board duly finished with Veneer and final coating of PU. The Main desk should contain in Smart Case - space slides effortlessly in style	
18	Mobile Pedestal	The mobile Pedestal shall be of size 480 Width mm x 640 Depth mm x 600 Height mm. Mobile pedestal shall be coated of MDF (medium density fiber) with veneer coating and PU coating.	



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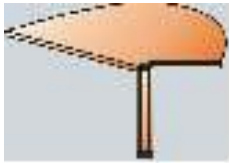
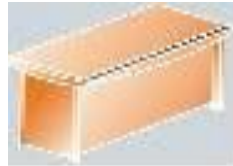
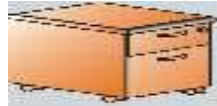
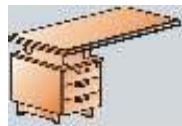
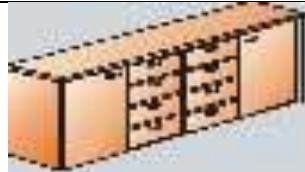

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S.No	Product Name	Specification	Tentative Sample Picture (For Reference only)
19	ERU(Side Table)	.The ERU Top shall be of MDF (medium density fiber) board duly finished with veneer and final PU coating. Size of ERU top 1900 Width mm x 480 Depth mm x 550(not from ground with castors).	
20	Back Unit	The Size of the Back unit shall be 1000 mm width x 480 mm Depth x 2035 mm height. The back unit shall be made up of MDF board duly finished with veneer & final finish by PU coating. The mobile unit can be bought in multiples.PU coating hardness 1.5H.	
21	Coffee Table	The dimension of the table shall be (L) 1180 mm, (W) 600 mm, (H) 450mm, the material of the top shall be plywood with VENEER 18mm thick , the table support to be 55x22mm.	
22	Sofa 3 Seater	Size of 3 seater sofa shall be 1960 (L) 920 mm (W) 950 (H) seating area length 1520 mm & seating area width 510mm, the frame material to be tropical wood + pine wood, Length of S-spring to be 510 mm, width of belt to be 40mm , no of pocket spring to be 126 per seat. The seat foam & back foam density to be 40/28/30 kg/m3,. The material for leg to be wood.	
23	ERU (Side Table)	ERU size : 1400 Width mm x 580 Depth mm x 690 Heightmm. Top panel 40 mm thick(18 mm MDF + 18 mm MDF batons + 4 mm Natural Veneer) Veneered portion of work surface is finished with high gloss polyster. The understructure shall be having the modesty panel of 18 mm thick MDF plus pigmented black and coated with melamine. The storage shall be having drawer unit unit body shall be constructed from 18 mm thick MDF boards has combination of 2 box drawers + 1 filling drawer . Drawers should be mounted on double extension ball slides + drawer fronts should be of natural veneer coated with High gloss Polyster and made of 23 mm (18 mm MDF + 4 mm Natural Veneer + 1 mm DL) and drawer body made of 14 mm MDF (12 mm MDF + 1 mm DL + 1 mm DL).	
24	Main Desk	Main desk size : 2400 Width mm x 1104 Depth mm x 735 Height mm. Top panel 40 mm thick(18 mm MDF + 18 mm MDF batons + 4 mm Natural Veneer) Veneered portion of work surface is finished with high gloss polyster. The understructure shall be having legs made from 1.6 mm thick MS clad with the strips of MFC (Medium Density fiber).Hollow construction of legs facilitates wire management .The modesty & side panel should be 18 mm thick MDF plus pigmented black and coated with melamine. The storage shall be having drawer unit unit body shall be constructed from 18 mm thick MDF boards has combination of 2 box drawers + 1 filling drawer . Drawers should be mounted on double extension ball slides + drawer fronts should be of natural veneer coated with High gloss Polyster and made of 23 mm (18 mm MDF + 4 mm Natural Veneer + 1 mm DL) and drawer body made of 14 mm MDF (12 mm MDF + 1 mm DL + 1 mm DL).	
25	Chair High back	Polyurethane foam density of 65+-kg/m3. Size of back shall be (W)-48.5cm, (H)-62.0cm & size of seat shall be (W)-52.7cm x (D)-54.0cm.armrest shall be injection moulded with height adjustable up to 4.5+/-0.5cm in 3 steps and width adjustable up to 20mm. With 360 degree revolving type, Front pivot Synchro mechanism, Tilt tension adjustment, 3 position tilt limiter with Anti-Shock feature. Spine bracket shall made of Aluminium diecast piece connecting back with mechanism. The chair shall be provided with pneumatic height adjustment which shall have stroke of 9.0 +/- 0.3 cm. Pedestal made of die-cast polished aluminium fitted with 5 nos twin wheel castor. (Overall dimensions of Chair shall be, Width of Chair - 55.0cm, Depth of Chair - 65.5 cm as measured from pedestal below. Height from ground - 98.0 cm . Seat height - 45.0cm. Dimensions tolerance / variations shall be within +/- 1 cm).	



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S.No	Product Name	Specification	Tentative Sample Picture (For Reference only)
26	Chair Visitor	Polyurethane foam density of 65+-kg/m3. Size of back shall be (W)-48.5cm, (H)-62.0cm & size of seat shall be (W)-51.0cm x (D)-52.5cm. Spine bracket shall made of Aluminium diecast piece connecting back with mechanism. The sled base leg frame welded assembly shall made from MSERW round tube with base plate for seat fixing. (Overall dimensions of Chair shall be, Width of Chair - 76.0cm, Depth of Chair - 76.0 cm as measured from pedestal below. Height from ground - min 117.0 to max 132.0 cm. Seat height - min45.0 to 54.0 cm. Dimensions tolerance / variations shall be within +/- 1 cm).	
27	Book case	Book case size shall be 790 Width mm x 400 Depth mm x 2200 Height mm. Top panel shall be 25 mm thick MFC (Melamine faced chipboard) plus the bottom panel shall be 25 mm MFC coated.The wood door panels shall be 18 mm thick MFC .The glass door panels shall be of 5 mm thick plus all the other panels should be 18 mm thick MFC (melamine faced chipboard) with Metallic Handle.s	
28	Joining Table	Joining table of size 1050 Width mm x 1200 Depth mm x 750 Height mm. Top panel 25 mm thick with MFC (Melamine Faced Chipboard), leg of the joining table shall be of Steel/Metal.	
29	Main Desk	Main desk 1800 Width mm x 900 Depth mm x 750 Height mm. Table top 25 mm thick MFC 30 mm MDF (Medium density fiberboard) black pad. Modesty panel of 18 mm thick MFC (Melamine faced chipboard).The leg of the main desk of 25 mm MFC plus 30 mm MDF right and left pad.	
30	Mobile pedestal	Mobile Pedestal size 400 Width mm x 560 Depth mm x 560 Height mm. Top panel 25 mm thick MFC (Melamine Faced Chipboard). Mobile pedestal lock and Castors shall be Provided with Metallic Handle.	
31	ERU (Side Table)	Return desk size 1200 Width mm x 600 Depth mm x 730 Height mm. Top panel 25 mm thick MFC (Melamine Faced Chipboard). Modesty panel 18 mm thick MFC coated. Leg of the return desk shall be 25 mm thick MFC (Melamine faced chipboard) plus the right and left pad should be 30 mm thick MDF (medium density fiber) coated.	
32	Back unit	The back unit size shall be 1400 Width mm x 470 Depth mm x 760 Height mm.The top panel size shall be 25 mm thick MFC (Melamine faced chipboard) . The door panels and all other panels should be 18 mm thick MFC (Melamine faced chipboard) with Metallic Handle.	
33	Table for Officers	Providing and placing of desk with System height 750mm. UNDERSTRUCTURE: Comprising of metal powder coated cross connectors between legs, legs made up of metal powder coated finish and the entire assembly is fixed to the worktop with the help of ABS plastic spacers 20 mm high which gives the floating look to the module. Wire Management: Metal powder coated Cable pole of size 170mm w x 85 mm d x 705 mm ht/ snake wire/ cable riser leg is given to pull wires from the floor junction box up to the power box fixed under neath the worktop. Aluminium access flaps on worktop above power box cut out for accessing switches. To carry wires forward through w/s mesh type wire carrier assembly is provided below worktops. Work surface - out of 25 mm thk prelam particle board with flat pvc liping edge banding. Pedestals - Pedestal flat metal front, full ht free standing central locking of size 390 mm w x 435 mm d x 646 mm ht 3dr = 2box+1file.	



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S.No	Product Name	Specification	Tentative Sample Picture (For Reference only)
34	Chair High Back	The seat/back dimensions of back shall be-50.0 cm (W) x 72.0 cm (H) and of seat shall be-50.0 cm (W) x 46.5cm. (D). The HR Polyurethane foam shall be moulded with density $45 \pm 2 \text{ kg/m}^3$ and Hardness load $16 \pm 2 \text{ kgf}$ as per IS: 7888-for 25% compression. The seat cover shall be injection moulded in black co-polymer polypropylene and back cover is vacuum formed from ABS sheets. The one-piece armrests shall be made of black integral skin polyurethane with 50-70 Shore 'A' Hardness and reinforced with M.S. insert. The armrests shall be scratch and weather resistant. The armrests shall be fitted to the seat with seat/armrest connecting strip assembly made of $0.5 \pm 0.05 \text{ cm}$. thick HR steel. The center tilt mechanism shall be designed as-360° revolving type, $17^\circ \pm 2^\circ$ maximum tilt on pivot at center, Upright position locking, Tilt tension adjustment. The pneumatic height adjustment shall have an adjustment stroke of $12.0 \pm 0.3 \text{ cm}$. Overall Dimensions of Chair shall be Seat Height - min 44.2 to max 54.2cm, Height - min 103.3 to max 115.3cm, Width & Depth of Chair as measured from pedestal - Width-76.3 cm and Depth-76.3 cm.	
35	Chair Visitor	The seat/back dimensions of back shall be- (W)50.0 cm x (H)49.0 Cm and of seat shall be- 50.0 cm (W) x 46.5cm. (D). The HR Polyurethane foam shall be moulded with density $45 \pm 2 \text{ kg/m}^3$ and Hardness load $16 \pm 2 \text{ kgf}$ as per IS: 7888-for 25% compression. The seat cover shall be injection moulded in black co-polymer polypropylene and back cover is vacuum formed from ABS sheets. The one-piece armrests shall be made of black integral skin polyurethane with 50-70 Shore 'A' Hardness and reinforced with M.S. insert. The armrests shall be scratch and weather resistant. The armrests shall be fitted to the seat with seat/armrest connecting strip assembly made of $0.5 \pm 0.05 \text{ cm}$. thick HR steel. The tubular frame shall be cantilever type & made of $0 2.54 \pm 0.03 \text{ cm} \times 0.2 \pm 0.016 \text{ cm}$. thk M.S. E.R.W tube and black powder coated (DFT 40-60 microns). (Overall Dimensions of Chair shall be Seat Height -45.0cm. Height -81.5cm, Width & Depth of Chair as measured from pedestal - Width-59.0 cm and Depth-63.0 cm).	
36	Table 1500x750	Table with CPU Hanger size shall be 1500 Width mm x 750 Depth mm x 728 Height mm . Top shall be 18 mm thick Pre laminated particle board all work surface edges shall be having duly sealed with 2 mm thick PVC edgebanding. Understructure Modesty Panel 18 mm thick Pre laminated particle board . The Rectangular frame shall be fabricated component in 1.2 mm thick CRCA , Finish : powder Coat (epoxy polyester) coated to the thickness of 50 micron(+/-10) . Leg shall be fabricated component in 38 mm x 25 mm 1.2 mm thick MS ERW A Tube , finish powder coat (epoxy polyester) . Wire management horizontal wire carrier 0.7 mm thick CRCA Finish powder coat (epoxy polyester) coated to the thickness of 50 micron(+/-10) and vertical wire carrier 0.8 mm thick CRCA Finish powder coat (epoxy polyester) coated to the thickness of 50 micron(+/-10) .	



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37	Table 1200x600	Table without CPU Hanger size shall be 1200 Width mm x 600 Depth mm x 728 Height mm. Top shall be 18 mm thick Pre laminated particle board all work surface edges duly sealed with 2 mm thick PVC edgebanding. The Rectangular frame shall be fabricated component in 1.2 mm thick CRCA, Finish : powder Coat(epoxy polyester) coated to the thickness of 50 micron(+10). Leg shall be fabricated component in 38 mm x 25 mm 1.2 mm thick MS ERW A Tube, finish powder coat (epoxy polyester). Wire management horizontal wire carrier 0.7 mm thick CRCA Finish powder coat (epoxy polyester) and vertical wire carrier 0.8 mm thick CRCA Finish powder coat (epoxy polyester) coated to the thickness of 50 micron(+10).	
38	Reception Table 2 arc rubberwood	Top Rubberwood with clean Matt PU finish 18 mm thick, inside radius - 700 mm, outside radius - 1350 mm and depth - 650 mm. Cork shall be 18 mm thick of rubber. Glass shall be Frosted 10 mm thick diamond cut finishing on edges, inside radius shall be - 1202.5 mm, outside radius - 1402.5 mm and depth - 200 mm. The Modesty Panel shall be MS Perforated sheet below worksurface : 0.8 mm (thick) x 665 mm (height) x 1345 mm (flat length). Above Worksurface : 0.8 mm (thick) x 260 mm (height) x 1345 mm (flat length). The legs shall be of tube 1.6 mm thick diameter 50.8 mm and height 604 mm. Pedestals - Pedestal flat metal front, full ht free standing central locking of size 390 mm w x 435 mm d x 646 mm ht 3dr = 2box+1file.	
39	Chair Mid Back	Seat/back dimensions of back shall be-50.0 cm (W) x 49.0 cm (H) and of seat shall be-50.0 cm (W) x 46.5cm. (D). HR Polyurethane foam shall be moulded. The seat cover shall be injection moulded in black co-polymer polypropylene and back cover is vacuum formed from ABS sheets. The one-piece armrests shall be made of black integral skin polyurethane with 50-70 Shore 'A' Hardness and reinforced with M.S. insert. The armrests shall be scratch and weather resistant. The armrests shall be fitted to the seat with seat/armrest connecting strip assembly made of 0.5 ±0.05-cm. thick HR steel. The center tilt mechanism shall be designed as-360° revolving type, 17° ±2° maximum tilt on pivot at center, Upright position locking, Tilt tension adjustment. The tubular frame shall be cantilever type & made of dia 2.54±0.03cm. x 0.2 ±0.016cm.thk M.S. E.R.W. tube and black powder coated (DFT 40-60 microns). The pneumatic height adjustment shall have an adjustment stroke of 12.0 ±0.3cm. Overall Dimensions of Chair shall be Seat Height - min 44.2 to max 54.2cm, Height - min78.5 to max 90.5cm, Width & Depth of Chair as measured from pedestal - Width-76.3 cm and Depth-76.3 cm.	
40	Conference Table	Conference Table With Wire Manager size shall be Single seater 760 Width mm x 600 Depth mm, Two seater 1360 Width mm x 600 Depth mm, Half Round (2 Seater) R 713 + Quarter Round (1 Seater) R 713. The top shall be 30.8 mm thick (18 mm + 12 mm + 0.6 mm DL (both sides) + 0.4 mm Membrane) Edge Profile shall be waterfall edge 10 mm radius on top edge and 5 mm at bottom. In Understructure the Legs shall be made from 25 mm PPB having a straight profile with half round edges and with 0.6 mm thick post Forming laminate. Overall thickness of leg shall be 26.2 mm The modesty panel in understructure shall be made from PLT (Pre laminated twin) boards of 18 mm thick. There shall be Wire Management wire carrier shall be made from 0.6 mm thick CRCA powder coated 50 micron(+10) and carrier cover shall be made of 12 mm thick MDF painted all over.	
41	Table	Table size shall be seats (1) 675 Width mm x 600 Depth mm x 750 Height mm, seats (2) 1350 Width mm x 600 Depth mm x 750 Height mm. Top shall be 25 mm PLB thick With PVC beading all over. In Understructure legs shall be made from 18 mm thick PLT having curved profile plus Modesty shall be made from PLT (pre-laminated twin) boards 18 mm thick in two shades. Wire manager shall be running along the width of desk fitted on the modesty panel from inside.	



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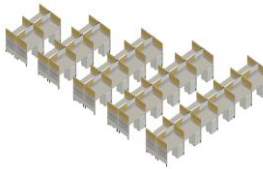
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S.No	Product Name	Specification	Tentative Sample Picture (For Reference only)
42	Chair Very High Back	<p>The seat shall be made up of 1.2 +/- 0.1 cm thick hot pressed moulded reconstituted wood & upholstered with leather and moulded polyurethane foam. Size of back shall be (W)-46.0cm, (H)-57.0cm & size of seat shall be (W)-49.0cm x (D)-49.5cm. High Resilience (HR) foam should be used in making seat & back which shall be moulded with density 45 +/- 2 kg/m³ and hardness load 16 +/- 2 kgf as per IS: 7888 for 25% compression. The chair shall be provided with pneumatic height adjustment which shall have stroke of 10.0 +/- 0.3 cm. The size of head rest shall be (W)26.0cm x 12.0cm(L). The size of the pedestal shall be 65.0 +/- 0.5 cm pitch-centre-dia (75.0 +/- 1.0 cm with castors). The twin wheel castors shall be injection moulded in black polypropylene. Overall dimensions of Chair shall be, Width of Chair - 75.0cm, Depth of Chair - 75.0 cm as measured from pedestal below. Height from ground - min 113.5 to max 138.0 cms. Seat height - min 41.0cm to max 51.0 cm. Dimensions tolerance / variations shall be within +/- 1 cm.</p>	
43	Chair Mid Back	<p>The seat shall be made up of 1.2 +/- 0.1 cm thick hot pressed moulded reconstituted wood & upholstered with leather and moulded polyurethane foam. The back shall be designed with contoured lumber support for extra comfort. Size of back shall be (W)-45.0cm, (H)-49.0cm & size of seat shall be (W)-49.0cm x (D)-49.5cm. High Resilience (HR) foam should be used in making seat & back which shall be moulded with density 45 +/- 2 kg/m³ and hardness load 16 +/- 2 kgf as per IS: 7888 for 25% compression. The size of the pedestal shall be 65.0 +/- 0.5 cm pitch-centre-dia (75.0 +/- 1.0 cm with castors). Overall dimensions of Chair shall be, Width of Chair - 70.0cm, Depth of Chair - 70.0 cm as measured from pedestal below. Height from ground - min 97.0 to max 104.0 cm. Seat height - 45.0 cm. Dimensions tolerance / variations shall be within +/- 1 cm.</p>	
44	Chair Visitor	<p>The seat shall be made up of 1.2 +/- 0.1 cm thick hot pressed moulded reconstituted wood & upholstered with leather and moulded polyurethane foam. The back shall be designed with contoured lumber support for extra comfort. Size of back shall be (W)-45.0cm, (H)-49.0cm & size of seat shall be (W)-49.0cm x (D)-49.5cm. High Resilience (HR) foam should be used in making seat & back which shall be moulded with density 45 +/- 2 kg/m³ and hardness load 16 +/- 2 kgf as per IS: 7888 for 25% compression. The understructure should be welded structure made up of M.S.E.R.W. elliptical tube and the understructure should powder coated with 40-60 micron DFT (Dry film thickness) Overall dimensions of Chair shall be, Width of Chair - 51.0cm, Depth of Chair - 66.5 cm as measured from base. Height from ground - 96.0 cm. Seat height -48.0 cm. Dimensions tolerance / variations shall be within +/- 1 cm.</p>	
45	Chair High Back	<p>The seat shall be made up of 1.2 +/- 0.1 cm thick hot pressed moulded reconstituted wood & upholstered with leather and moulded polyurethane foam. The back shall be designed with contoured lumber support for extra comfort. Size of back shall be (W)-46.0cm, (H)-57.0cm & size of seat shall be (W)-49.0cm x (D)-49.5cm. High Resilience (HR) foam should be used in making seat & back which shall be moulded with density 45 +/- 2 kg/m³ and hardness load 16 +/- 2 kgf as per IS: 7888 for 25% compression. The size of the pedestal shall be 65.0 +/- 0.5 cm pitch-centre-dia (75.0 +/- 1.0 cm with castors). Overall dimensions of Chair shall be, Width of Chair - 70.0cm, Depth of Chair - 70.0 cm as measured from pedestal below. Height from ground - min 105.5 to max 112.5 cm. Seat height - 45.0 cm. Dimensions tolerance / variations shall be within +/- 1 cm.</p>	
46	Table - 1200 X 600 (Court Room Table) without chair and side unit	<p>Table size shall be 1200 Width mm x 600 Depth mm x 740 Height mm . Table top shall be 25 mm thick plain particle board (PPB) with 0.6 mm thick post formed laminate and 1 mm thick backing laminate (bdl) .Flat edge Duly sealed with 2 mm thick PVC beading.The modesty panel 18 mm thick plain particle board (PPB) Clad with 1.0 mm thick decorative laminate (DL) on both sides. Edge Sealed with 2 mm thick PVC beading.</p>	



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S.No	Product Name	Specification	Tentative Sample Picture (For Reference only)
47	Table - 1800 X 900 (Court Room Table) without chair and side unit	Table size shall be 1800 Width mm x 900 Depth mm x 740 Height mm .Table top shall be 25 mm thick plain particle board (PPB) with 0.6 mm thick post formed laminate and 1 mm thick backing laminate (bdl) .Flat edge Duly sealed with 2 mm thick PVC beading.The modesty panel 18 mm thick plain particle board (PPB) Clad with 1.0 mm thick decorative laminate (DL) on both sides. Edge Sealed with 2 mm thick PVC beading.	
48	Single Seater Chair	The side frame assembly shall be fitted to the two ends of the connecting beam assembly to form the leg-cum-armrest assembly. It shall be made of 0 3.81 ±0.03cm. x 0.2±0.016cm. thick cmx0.16cm and black powder coated (DFT 40-60 microns). The ends shall be fitted with ABS moulded end caps. It shall be the connecting beam assy. which holds the two side frames to each other. 2 nos tie members shall be used to connect the side frames. The tie-member shall be of dia 3.81 ±0.03cm x 02±0.016cm. thick cm x 0.16cm and black powder coated (DFT 40-60 microns). The seat/back assemblies shall be mounted on one of the tie-member which shall has 5.0 ±0.1cm x 5.0 ±0.1 cm x 0.5±0.1cm. thk 5.5 ±0.1cm Long MS. Std. angles welded to mount the seat and back. The seat rest assembly shall be consists of a fabricated inner-frame assembly insitu-moulded High Resilience (HR) Polyurethane moulded foam. The dimensions of seat shall be: 52.0cm. (W) X 50.0cm. (D) X 6.0cm. (T). The backrest assembly shall be flexing type and consists of a fabricated inner-frame assembly insitu-moulded with High Resilience (HR) Polyurethane foam. The size of the back shall be 52.0cm. (W) X 59.0cm. (H) X 6.0cm. (T). Overall Dimensions of Chair shall be Seat Height - 43.5 cm, Height - 78.5cm, Width & Depth of Chair as measured from pedestal - Width- 60.5cm and Depth-70.0 cm.	
49	Cluster of 6 - 1200 X 750	<p>Providing Fixing and placing of Panel based furniture system. It shall comprises two types of panels as per their thickness viz. 52.4 mm panel and 22.8 mm panel. Side panel and fin shall be of 22.8mm and main panel shall be of 52.4mm. The 52.4mm panel comprises of 2 nos. Of vertical trims made of aluminum extrusions. Horizontal trims shall be made of aluminum extrusions at every division of tile/block. Block for 52.4mm panel's thickness shall comprises of 38mm thick paper honeycomb + 3mm MDF on each sides + 0.6mm decorative laminate or fabric on both sides. The fabric shall be upholstered with particle board framing shall used on outer boundary of these blocks as well as intermediately at certain locations forming conduit for passing cables. Blocks shall be located in the mid segment of the panels and shall be provided with cutouts for mounting switch boxes (above the worktops). Fabricated bottom frame for 52.4mm panel comprises of L-channels made of 2mm thick CRCA steel (IS: 513), formed plates of 3mm thick HR steel (IS: 2062) & ERW steel tube of size 35x15x1.6mm thick in oval cross section (IS: 7138) welded together.</p> <p>This frame shall be bolted to the uprights with M6 screws. Top tiles shall be slid in to the panels from top before fixing the top horizontal. These tiles shall be supported from top & bottom side with clips made from PP co polymer fitted in horizontal extrusion. The top shall have Fabric magnetic / Fabric takable / white board / glass/ laminate tiles for finishes. Fabric magnetic / takable tiles of approved shade shall be fabric upholstered metal tiles in 0.6 mm thick G.I. Grade O as per IS: 277. Plain Metal tiles shall be made of 0.6 mm thick M.S. CRCA Grade D as per IS: 513 powder coated with Epoxy-Polyester finish. Laminated tiles shall be 9.0 to 9.5 mm thick pre-laminated particle board conforming to IS: 12823 having all its edges with minimum 0.5 mm thick PVC edging. White board tiles shall made of 8.0 mm thick particle board conforming to IS:12823 laminated with 0.6mm thick white glossy high pressure laminate on outer side & 0.6mm backing laminate on inner surface and having all its edges with minimum 0.5 mm thick PVC edging. Glass tiles - 4 mm thick toughened clear glass shall fitted onto both sides of the panel using horizontal and vertical stiffeners made from 0.6 mm powder coated CRCA steel Grade D as per IS: 513. Split Top shall be provided for two different finishes in single panels. Bottom tiles shall be press fitted on to the assembly frame of the panel with the help of snap on clips made of nylon-66 and support clips made from PP co polymer. Bottom tiles shall be of Fabric magnetic /Plain Metal/Laminated tiles. The blocks and metal frame are held together by uprights at both ends of the panel and horizontals between each</p>	
50	Cluster of 4- 1200 X 750		
51	Rectangular 1200 X 750 6 seater (linear)		
52	Cluster of 8 - 1200 X 750		
53	Rectangular- 1200 X 750 1 seater		
54	Rectangular - 1200 X 750 3 seater linear		
55	Rectangular 1200 x 750 4 seater linear		
56	Rectangular 1200 x 750 8 seater linear		
57	cluster of 12 1200 x 750		
58	cluster of 10 1200x 750		
59	Rectangular cluster of two		
60	Rectangular 2 seater 1200x 750 linear		
61	Rectangular 3 seater		
62	Rectangular 1500 x 750 3 seater linear		



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63	Rectangular 1500 x 750 1 seater	<p>block and tile. These uprights and horizontals are made of aluminum extrusion having material AL96063-T6 & have average wall thickness of 1.2 mm & powder coated with epoxy-polyester powder. The panels shall be joined to each other directly with 1800 joinery or with the help of post to form. Free standing modules shall be provided with stability bracket. The top trims and end trims for 52.4 mm shall be made from aluminum extrusion having material AL96063-T6. All kinds of extrusions for 52.4 mm shall have average wall thickness of 1.2 mm & having finish of powder coating. Top trim shall be press fitted on the horizontal extrusion. End trim shall be fitted with end trim connector made from 2.0 mm thick M.S. CRCA Grade D as per IS: 513. Die cast powder coated aluminum alloy ADC 12 shall be provided according to the joineries. Bottom blocks for 22.8 mm panel's are available in fabric, metal, and laminate finish. Intermediate blocks for 22.8 mm panel's are available in fabric or laminate finish. Top blocks for 22.8 mm panel's are available in fabric, laminate, whiteboard, fabric magnetic, tackable and glass finishes. Construction Laminate finish blocks are made from 18 mm thick particle board (PLT). Fabric finish blocks are made from 18mm thick PPB/PLB upholstered with fabric using adhesives. Metal finish blocks are made from two components of 0.8 mm thick M S CRCA Grade D as per IS: 513 coated with epoxy polyester finish. Whiteboard blocks for 22.8 mm panel are made of 16 mm thick particle board laminated with 0.6 mm thick white glossy high pressure laminate on both sides and having all its edges with minimum 0.5 mm thick PVC edging. Glass blocks for 22.8 mm panel are made of 4 mm thick toughened plain glass having diamond polish edge finish. Tackable blocks are made from 18 mm thick PPB/PLB block upholstered with fabric on both sides using adhesive. PPB/PLB blocks are made from vertical and horizontal battens stapled together inside which MDF screen is held. PE foam is pasted on MDF screen using adhesive. Fabric magnetic top blocks are made of two metal tiles of 0.6 mm G.I. Grade O as per IS:277. Fabric is upholstered using synthetic thermoplastics pressure sensitive hot melt adhesive. Work top shall be made of 25mm thick Pre laminated particle board interior grade of approved shade conforming to IS: 12823. Bottom shall have a backing laminate of minimum 0.6 mm thickness. The work surface shall be provided with circular cut out of Dia.65mm as per the requirement, for passing of wires.</p> <p>These cut outs shall be provided with ABS covers. Work surface bracket shall be mounted on to the Horizontal extrusion. Work surface bracket shall be made from 2.0 mm thick CRCA grade D steel as per IS: 513-19. 6 numbers of ribs are provided in the work surface for strengthening purpose. All the work surface shall be mounted on the work surface through round Philip head diameter 4 mm x 19 length having finish zinc plated blue. The panel legs shall provide to support panels. Panel legs shall fabricated by CO2 welding MS Tube of section 38 mm x 25 mm (IS: 7138 ERW Tube, 38 mm x 25 mm x 16bg) with the base plate of the MS plate of 35x22x5mm (IS: 2062, 5 mm HR) over which an M8 Leveler is fitted, which allows for adjustment of the height by 50mm and coated with average 50 to 60 micron thickness of epoxy powder coating. DOUBLE and single side LEG ASSEMBLY: shall be provided to supporting panels & work surface. It shall be coated with average 50 to 60 micron thickness of epoxy powder coating. Wire carrier shall be made from 00.8 mm thick M.S. CRCA Grade D as per IS: 513 - 1994. It shall be constructed with two parts, one shall be body & another shall be cover. It holds the cables & gives aesthetic appearance by covering all cables. Worktop supporting pedestal shall be provided having provision to fit with worktop and pedestal leg welded assembly fitted at the bottom. Pedestal is fixed with screws to worktop bottom through top stiffeners of pedestal and with a bracket fixed to the panel. Construction - Pedestal leg assembly shall be fabricated by CO2 welding vertical MS Tubes of section 38 mm x 25 mm (IS: 7138 ERW Tube, 38 mm x 25 mm x 16bg) inside which leveller holder plates of size 34x21x5mm (IS: 2062, 5 mm HR) are welded with horizontal bottom channel made of 2.0 mm thick M.S. CRCA Grade D as per IS: 513. § Pedestal leg assembly is coated with min. 45 micron thickness of epoxy powder coating. Dimensions Pedestal height is 600 mm with out leg assembly and 720 mm including leg assembly up to bottom of worktop. Width of the pedestal shall be 390mm and depth shall be 585mm. KBPT and CPU trolley shall be provided with each workstation.</p>	
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Note :

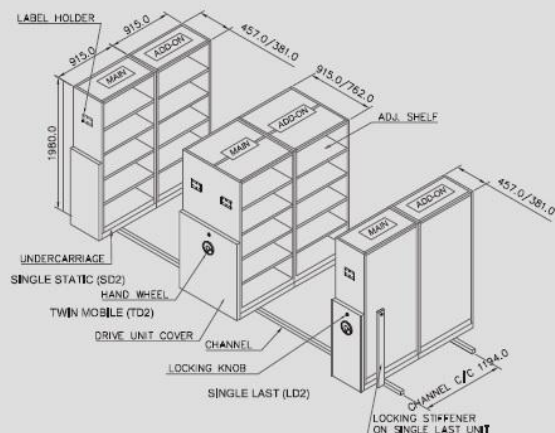
- Image of Furniture & Compactor are for ready reference only. Actual materials are used as per requirement.
- The specification mentioned above is for a single unit of that furniture.
- In the above items, where colour is not mentioned, the colour will be disclosed in the work/purchase order.
- The photographs and sketches which are mentioned in the tender document are indicative, conceptual for guidance only and not the final and exhaustive. Actual site specific layout and execution / fabrication drawings shall be prepared and submitted by the contractor to obtain approval of Committee before actual execution of work.



B. Technical Specification for Storage(Compactor) Furniture

Tentative Figures for 2 Bay, 3 Bay, 4 Bay and 5 Bay Optimizer (Compactor) is as under:

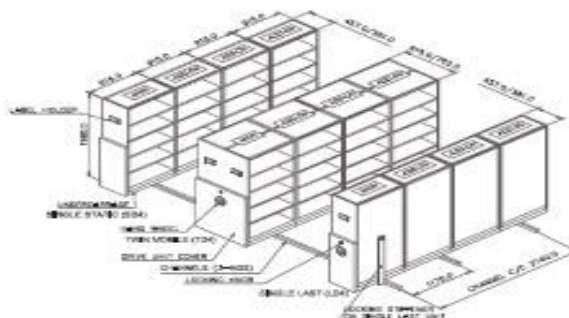
D2 DRIVE TYPE



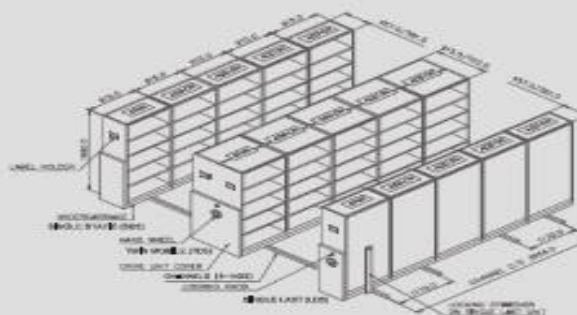
D3 DRIVE TYPE



D4 DRIVE TYPE



D5 DRIVE TYPE





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Optimizer Storage System shall be an efficient space saving storage arrangement catering to a variety of office requirements.

It shall consist storage units (Main Body) – fixed or movable – bolted to Undercarriage which shall roll onto the channels and shall be firmly embedded to the ground.

Bay denotes side by side unit placements in a block. Each of above configurations shall have following type of blocks – 1. Single Static (SS) 2. Single Last (SL) 3. Twin Mobile(TM) – 2 body back to back. (Note: Unless otherwise specified, all dimensions mentioned here under are in mm & represent nominal value).

Main Body (Storage Unit):

(a) Construction:

Rigid Knock Down construction shall be made out of **0.8 thk. CRCA Steel** conforming to adequate safety standards of Government. Each body block building shall consist of 1 Main unit & then Add-on units (0,1,2,3,4 - depending on no. of bays 1, 2, 3, 4 & 5). Each unit shall have 6 loading levels formed by 5 nos. adjustable shelves. Body units shall be bolted to undercarriage. Design of the system shall be made in such a way that there will be no issue of derailment and toppling of the bodies. It should be inherited within the under structure used and should not protrude outside the under structure. Back Panel of the individual body and side pane for the double body shall be in single piece to make the system dustproof and eliminating any issue related to alignment. **Optimizer Height from ground shall be 2461 mm (2361 body + 65 undercarriage + 35 channel system). Width of each body shall be 915 and Depth shall be 457.**

Finish: The bodies including shelves shall be given antirust surface treatment & powder coated with epoxy polyester powder. Finish shall consist of fire retardant epoxy polyester powder coating of approved colour & shade with a Dry Film Thickness of minimum 40microns. Punching of Blanks should be done on CNC operated machines directly from coil to ensure accuracy of blanks +/- 0.25 mm in length after de coiling

Shelf: (a) Construction: It shall be made of **0.8 thk CRCA steel** conforming to adequate safety standards of Government or DD. Shelves shall have 10 bends & its max load bearing capacity for 2 Bay – 50 Kg, 3 Bay, 4 Bay & 5 bay-33Kg uniformly distributed per shelf. Shelves shall be mounted on support brackets & shelf level shall be adjustable at approx. 25.4 pitches. There shall be 5 adjustable shelves per body giving 6 loading levels.

Gap of more than 10 mm will not be acceptable.

Undercarriage:

(a) Construction: The Undercarriage shall be a welded frame made of HR sheet 2 & 3.15 mm thk conforming to adequate safety standards of Government. suitably fabricated to take the loads based on configuration.



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(b) Size: Sizes of Undercarriage shall be:-

Single Static – 915 x (no. of bays) (Width) X 457 (Depth) X 65 (Height)

Single Last – 915 x (no. of bays) (Width) X 457 (Depth) X 65 (Height)

Twin Mobile - 915 x (no. of bays) (Width) X 915 (Depth) X 65 (Height)

External Load carrying capacity per under structure shall be-

DRIVE TYPE (Configuration – TYPE D2 & D3) - 1200 Kg. Maximum.

DRIVE TYPE (Configuration – TYPE D4) - 1600 Kg. Maximum.

DRIVE TYPE (Configuration – TYPE D5) - 2000 Kg. Maximum.

(c) Finish: The undercarriage, after pre-treatment shall be coated with final finish consisting of epoxy polyester powder coat of approved colour & shade with a Dry Film Thickness of minimum 40 microns.

Movements of the System:

Drive Type Configuration: The movement of units shall be achieved mechanically through a PU Drive wheel and 'Sprocket-Chain-Tensioner' arrangement mounted rigidly onto body side. Rollers and ball bearing anti-friction. The torque from hand wheel shall transfer to drive shaft via sprocket chain arrangement. The effort required shall be about 0.07 times of the total load movements for a single bay. The drive arrangement shall be covered by a 0.8 mm thk. HR sheet Cover fixed onto the body side occupying additional space of 74.5 mm. The PU Drive wheel shall be rigidly fixed at suitable height on body side & projects out of cover by another 99.0 mm.

Fittings:

Centralized Locking: A Centralized locking arrangement shall be provided. The handle lock shall be placed at suitable height. This arrangement shall occupy a space of 90.0 mm. The handle protruding outside stiffeners shall be not allowed for user safety.

Each Drive type units shall have Locking Knob near the Drive wheel for manual locking of individual units when a person is using those units. Knob shall be rotated to unlock position when units are to be moved. After the unit is moved, before entering into aisle for accessing, this knob shall be rotated to lock position. End stoppers are provided at the end of channels to prevent derailment.

Fasteners: The nuts & bolts are galvanized / blackodized / Zn Plated / Rust free.

Guide Channels: It shall consist of 'J' section zinc plated 2 mm thk HR sheet & 25 mm Square bright bar – both shall be connected by screws. Prior to the embedding of the guide channels, the ground shall have to be in properly levelled condition.

Label Holder: Label holder shall be made from 2 mm thk clear transparent Acrylic sheet & shall have outer dimension of 155 mm X 106 mm.



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Aisle Space: Generally, for comfortable movements, the clear aisle space kept on the Handle / Drive Wheel side shall be around 915mm. Also, the aisle for comfortable accessing of inside of units, when rolled apart shall be around 915mm.

For library optimizer depth shall be 300mm. Changes in above specifications will be as:-

1. Single Static (SS) for 300mm
 2. Twin Mobile (TM) – 2 body back to back for both 600mm depth
- (Note: Unless otherwise specified, all dimensions mentioned here under are in mm & represent nominal value)

Each unit shall have 7 loading levels formed by 6 nos. adjustable shelves.

Unit Depth shall be – 300mm and Shelf Depth (With Hinge Doors/No doors) – 271mm.

Hinge doors shall be provided in last body of each set. It shall be made of 0.8thk CRCA steel conforming to adequate safety standards of Government. Hinged doors shall have recessed Die cast Handle cum lock giving 3 way locking through a lever & shooting bolts.

Sizes of Undercarriage shall be:

Single Static - 915 x (no. of bays) (Width) X 300 (Depth) X 65 (Height)

Twin Mobile - 915 x (no. of bays) (Width) X 600 (Depth) X 65 (Height)

External Load carrying capacity per under-structure shall be:-

DRIVE TYPE (Configuration - Type D2 & D3 with 2 Channels) - 1200 Kg. Maximum.

The effort required shall be about 0.09% of the load movements. The drive arrangement shall be covered by a 0.8 mm thk. CRCA sheet Cover fixed onto the body side occupying additional space of 74.5 mm.

Common Important Note for Furniture (A) & Compactor(B):

1. All the above specifications should be read as equivalent or Higher.
2. Vendor should deliver & Install furniture and its components in the new building of Rajasthan High Court, Jodhpur within 90 days after acceptance of Purchase Order.
3. Accessories will be supplied as per approved sample pieces retained by the Hon'ble Committee.
4. All the specifications mentioned are minimum specifications and higher specifications shall be used wherever necessary/ required. Deviation on higher side shall be considered with **no extra weightage** for such deviations.
5. The work of Hardware installation shall be executed under the overall supervision of Registrar General, Rajasthan High Court, Jodhpur or its Authorized Officer. The Authorised Officer shall submit daily report of Installation.
6. Actual installation work will be verified by the Authorised Officer of Rajasthan High Court by issuing a certificate of completion which will be counter verified by Registrar General, Rajasthan High Court, Jodhpur or its Authorized Representative. After completion of entire work, a certificate in prescribed format will be issued.
7. ***It shall be mandatory for the bidder to use all required components/hardware/fixtures necessary for proper installation of optimizer(compactor) in order to make them functional and operational as per Site Acceptance Test (SAT) mentioned in the bid document.***



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ANNEXURE-3: COMPONENTS OFFERED & COMPLIANCE SHEET OF ITEMS

{Must be filled by the bidder}

Ref.: NIT No: HC/SK / 2017-18 /494

Dated : 08.11.2017

a. **COMPONENTS OFFERED (Please fill the following BOM for all the offered components.)**

S.No.	Product Details (make and model)	Detailed Technical Specification Reference**	OEM Details(Name, Address, E- Mail, Mobile Nos.)

** Please attach detailed specifications (preferably OEM Product Datasheet) and provide reference number in this column. (Deviations, if any, should be appropriately mentioned & highlighted in the compliance/ deviation column of the respective table as provided above in the Annexure-2 titled “Technical Specifications”)

b. **ITEM WISE COMPLIANCE SHEET FORMAT (for componenets offered)**

Name & S. No. of Item (As per Annex.-2) :			
Make & Model No. of offered Item:			
S.No	Required Configuration/ Specification as per Annexure-2/ after Corrigendum	Compliance (Yes/No)	Specification Offered
1			
2			
4			
5			



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ANNEXURE – 4 : WARRANTY

S. No.	Description	Compliance
1	The complete systems should be under 5 (Five) years free onsite comprehensive warranty (inclusive all parts & accessories) support service from the date of installation or 60 months free warranty support service from the date of delivery of the systems at site, whichever is early.	
2	The Vendor should fulfill the following conditions during warranty period:	
3	Supplier will maintain enough spares (not less than 10%) so as to provide satisfactory onsite comprehensive maintenance services during the warranty period.	
3(a)	Vendor would provide the helpdesk support services through telephone/e-mail where users can lodge their complaint. Each user will be assigned a unique trouble ticket number through which he should be able to track the action taken on his complaint through a support portal. As mentioned earlier in clause “Scope of Work – Help Desk Setup at Page No. ”	
3(b)	The Vendor should provide support for all supplied items in New Building of Rajasthan High Court, Jodhpur.	
3(c)	Any failure in the equipments supplied / any accessories thereof should be rectified as per schedule mention in clause “SLA- Special Conditions of Bid”.	
3(d)	During warranty period, any malfunctioning in the furniture Items, Components should be rectified within maximum period as mentioned in Clause-3© above. Provided penalty will be charged or recovered as per the “ Draft Agreement ”.	
3(e)	On completion of the Warranty period, the Security Deposit without any interest accrued shall be released after satisfying that proper free warranty support has been provided during warranty period of five years for all the systems. If considered necessary, suitable amount of penalty shall be recovered from the Vendor out of either already due payments or from their Security Deposit while releasing the Security Deposit. After expiry of warranty, the Rajasthan High Court has option to enter into Annual Maintenance Contract with the supplier for post warranty maintenance of the systems.	



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ANNEXURE – 5 : OEM FACILITIES AND CERTIFICATIONS

Sr. No.	Activity	Required Certification	Compliance (Yes/No) with document Support.
1.	Manufacturing Facilities	As per extent Law/Rules like BIFMA, ISO 9001:2008, ISO 14001:2004, ISO 18001:2007, Greenguard or equivalent certification, registration with any agency for license of establishment of manufacturing unit and any other relevant certificate as may be required.	
2.	In House Testing Facilities		



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ANNEXURE – 6 : DELIVERY AND INSTALLATION

Sr. No.	Delivery & Installation of Office Furniture and Storage (Compactor) furniture	Timelines from the date of Empanelment	Maximum Period for Installation from the Delivery
1.	New Building of Rajasthan High Court, Jodhpur	90 Days	30 Days

Note: The installation schedule mentioned above entails all activities including delivery and installation of all Hardware and related items.



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ANNEXURE – 7 : PRICE BID (BoQ) (on e-Proc website)

Item Rate BoQ

Tender Inviting Authority: Registrar General, Rajasthan High Court, Jodhpur

Name of Work: RFP for Supply and Installation of Office Furniture and Storage (Compactor) Furniture at New High Building of Rajasthan High Court at Jhalamand, Jodhpur

Contract No: HC/SK/2017-18/494 DATED 08.11.2017

Bidder Name :

PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUM BER	TEXT #	NUMBER #	TEXT #	NUMBER	NUMBER #	NUMBER	TEXT #
Sl. No.	Item Description	Quantity	Units	Estimated Cost (incl. all taxes)	BASIC RATE In Figures To be entered by the Bidder (incl. all taxes)	TOTAL AMOUNT (incl. all taxes)	TOTAL AMOUNT In Words
1	2	4	5	6	13	53	55
1	OFFICE FURNITURE ITEMS						
1.1	Dinning Table (without chairs)	1		12718		0.00	INR Zero Only
1.2	Sofa 1 Seater	2		94423		0.00	INR Zero Only
1.3	Executive visitor Chair non-revolving	6		175964		0.00	INR Zero Only
1.4	Executive Chair Very High Back	1		53324		0.00	INR Zero Only
1.5	Dinning Chair	4		30213		0.00	INR Zero Only
1.6	Table	24		261151		0.00	INR Zero Only
1.7	3 Door Wardrobe	24		924180		0.00	INR Zero Only
1.8	Visitor 2 seater with cushion set	73		1053162		0.00	INR Zero Only
1.9	Bed Side Table	39		156599		0.00	INR Zero Only
1.10	Mattress	39		356429		0.00	INR Zero Only
1.11	Single Bed	39		677464		0.00	INR Zero Only
1.12	Pillow	39		33546		0.00	INR Zero Only
1.13	Corner Table	119		1191599		0.00	INR Zero Only
1.14	Sofa 1 seater	55		771232		0.00	INR Zero Only
1.15	Sofa 2 seater	62		1219049		0.00	INR Zero Only
1.16	Sofa 3 Seater	54		1261164		0.00	INR Zero Only
1.17	Main Desk	2		562248		0.00	INR Zero Only
1.18	Mobile Pedestal	2				0.00	INR Zero Only
1.19	ERU(Side Table)	2				0.00	INR Zero Only
1.20	Back Unit	2		87437		0.00	INR Zero Only
1.21	Coffee Table	69		887616		0.00	INR Zero Only
1.22	Sofa 3 Seater	8		602112		0.00	INR Zero Only



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1.23	ERU (Side Table)	23		1569181		0.00	INR Zero Only
1.24	Main Desk	23		3061524		0.00	INR Zero Only
1.25	Chair High back	42		974776		0.00	INR Zero Only
1.26	Chair Visitor	167		2625614		0.00	INR Zero Only
1.27	Book case	18		568558		0.00	INR Zero Only
1.28	Joining Table	18		257057		0.00	INR Zero Only
1.29	Main Desk	18		598694		0.00	INR Zero Only
1.30	Mobile pedestal	18		337306		0.00	INR Zero Only
1.31	ERU (Side Table)	18		583212		0.00	INR Zero Only
1.32	Back unit	18		1102464		0.00	INR Zero Only
1.33	Table for Officers	94		3032064		0.00	INR Zero Only
1.34	Chair High Back	94		1554895		0.00	INR Zero Only
1.35	Chair Visitor	180		1631693		0.00	INR Zero Only
1.36	Table 1500x750	15		278150		0.00	INR Zero Only
1.37	Table 1200x600	21		272993		0.00	INR Zero Only
1.38	Reception Table 2 arc rubberwood	2		141804		0.00	INR Zero Only
1.39	Chair Mid Back	1129		17536531		0.00	INR Zero Only
1.40	Conference Table	125		1117600		0.00	INR Zero Only
1.41	Table	56		298834		0.00	INR Zero Only
1.42	Chair Very High Back	1		43836		0.00	INR Zero Only
1.43	Chair Mid Back	96		3736904		0.00	INR Zero Only
1.44	Chair Visitor	110		3039590		0.00	INR Zero Only
1.45	Chair High Back	6		253386		0.00	INR Zero Only
1.46	Table - 1200 X 600 (Court Room Table) without chair and side unit	44		461430		0.00	INR Zero Only
1.47	Table - 1800 X 900 (Court Room Table) without chair and side unit	44		901514		0.00	INR Zero Only
1.48	Single Seater Chair	882		7762729		0.00	INR Zero Only
1.49	Cluster of 6 - 1200 X 750	21		4114602		0.00	INR Zero Only
1.50	Cluster of 4- 1200 X 750	27		3622959		0.00	INR Zero Only
1.51	Rectangular 1200 X 750 6 seater (linear)	3		734903		0.00	INR Zero Only
1.52	Cluster of 8 - 1200 X 750	5		1288410		0.00	INR Zero Only
1.53	Rectangular- 1200 X 750 1 seater	1		34556		0.00	INR Zero Only



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1.54	Rectangular - 1200 X 750 3 seater linear	2		207334		0.00	INR Zero Only
1.55	Rectangular 1200 x 750 4 seater linear	1		170479		0.00	INR Zero Only
1.56	Rectangular 1200 x 750 8 seater linear	1		308703		0.00	INR Zero Only
1.57	cluster of 12 1200 x 750	2		762360		0.00	INR Zero Only
1.58	cluster of 10 1200x 750	6		1916590		0.00	INR Zero Only
1.59	Rectangular cluster of two	7		338688		0.00	INR Zero Only
1.60	Rectangular 2 seater 1200x 750 linear	3		175081		0.00	INR Zero Only
1.61	Rectangular 3 seater	14		1601869		0.00	INR Zero Only
1.62	Rectangular 1500 x 750 3 seater linear	26		2974899		0.00	INR Zero Only
1.63	Rectangular 1500 x 750 1 seater	28		1087995		0.00	INR Zero Only
2	OPTIMIZER FOR NEW BUILDING EXCEPT LIBRARY AT HIGH COURT						
2.1	2 Bay Optimizer (SD)	64		2768896		0.00	INR Zero Only
2.2	2 Bay Optimizer (TD)	294		23637788		0.00	INR Zero Only
2.3	2 Bay Optimizer (LD)	64		3531162		0.00	INR Zero Only
2.4	3 Bay Optimizer(SD)	165		10012570		0.00	INR Zero Only
2.5	3 Bay Optimizer (TD)	773		84966181		0.00	INR Zero Only
2.6	3 Bay Optimizer (LD)	165		11872819		0.00	INR Zero Only
2.7	4 Bay Optimizer(SD)	2		156511		0.00	INR Zero Only
2.8	4 Bay Optimizer (TD)	6		865544		0.00	INR Zero Only
2.9	4 Bay Optimizer (LD)	2		195640		0.00	INR Zero Only
2.10	5 Bay Optimizer(SD)	1		97646		0.00	INR Zero Only
2.11	5 Bay Optimizer(TD)	2		366746		0.00	INR Zero Only
2.12	5 Bay Optimizer (LD)	1		121330		0.00	INR Zero Only
2.13	9 FT Rail (For 2 Bay & 3 Bay Optimizer)	429		5834400		0.00	INR Zero Only
2.14	6 FT Rail (For 2 Bay & 3 Bay Optimizer)	42		377395		0.00	INR Zero Only
2.15	3 FT Rail (For 2 Bay & 3 Bay Optimizer)	174		788874		0.00	INR Zero Only
2.16	9 FT Rail (For 4 Bay Optimizer)	2		38753		0.00	INR Zero Only
2.17	6 FT Rail (For 4 Bay Optimizer)	3		38081		0.00	INR Zero Only
2.18	9 FT Rail (For 5 Bay Optimizer)	1		25372		0.00	INR Zero Only
2.19	6 FT Rail (For 5 Bay Optimizer)	1		16937		0.00	INR Zero Only
3	OPTIMIZER FOR LIBRARY AT NEW BUILDING HIGH COURT.						



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3.1	2 Bay Optimizer (SD)	16		970916		0.00	INR Zero Only
3.2	2 Bay Optimizer (TD)	96		5296742		0.00	INR Zero Only
3.3	3 Bay Optimizer(SD)	20		1608013		0.00	INR Zero Only
3.4	3 Bay Optimizer (TD)	148		6403072		0.00	INR Zero Only
3.5	Hlgs Door	92		799826		0.00	INR Zero Only
3.6	9 FT Rail (For 2 Bay 40 Nos. & 3 Bay 20 Nos. Optimizer)	60		816000		0.00	INR Zero Only
3.7	6 FT Rail (For 2 Bay 16 Nos. & 3 Bay Nos. Optimizer)	32		287539		0.00	INR Zero Only
Total in Figures						0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only					

Note: BoQ to be supplied as per the items mentioned in Annexure-1 with total cost of around INR 171051125.8 for Storage(Compactor) furniture and INR 83493400.32 for Office Furniture.



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ANNEXURE-8: FORMAT OF THE COVERING LETTER

(The covering letter is to be submitted by the Bidder as a part of the RFP)

Date:
Place:

Registrar General
Rajasthan High Court,
Jodhpur

Dear Sir,

**Sub: For supply and installation of office furniture and storage (Compactor)
Furniture at New Building of Rajasthan High Court, Jodhpur**

Please find enclosed 2 (two) copies (one original and one duplicate) of our “Request for Proposal” (RFP) in response to the issuance of RFP by RHC for Selection of a Bidder “For supply and installation of office furniture and storage (Compactor) Furniture at New Building of Rajasthan High Court, Jodhpur”. We hereby confirm the following:

- The RFP is being submitted by (Name of the Bidder) in accordance with the conditions stipulated in the RFP/RFP Documents.
- We have examined in detail and have understood the terms and conditions stipulated in the RFP Document issued by Rajasthan High Court, Jodhpur and in any subsequent corrigendums sent by RHC. We agree and undertake to abide by all these terms and conditions. Our RFP is consistent with all the requirements of submission as stated in the RFP Document or in any of the subsequent corrigendum from Rajasthan High Court, Jodhpur
- (mention the name of the Bidder), satisfy the legal requirements laid down in the RFP Document. We as the Bidder designate Mr./Ms. (mention name, designation, contact address, phone no., fax no., E-mail id, etc.), as our Authorized Representative and Signatory who is authorized to perform all tasks including, but not limited to providing information, responding to enquiries, entering into contractual commitments, etc. on behalf of us in respect of the project.
- We affirm that this proposal shall remain valid for a period of[not less than 3 (three) months] from the last date for submission of the RFP. RHC may solicit our consent for further extension of the period of validity.

For and on behalf of

Signature (with seal)
(Authorised Representative/
Signatory) Name of the
Person.....
Designation.....
..... (Kindly attach the
authorization letter)



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ANNEXURE-9 "TENDER FORM"

RAJASTHAN HIGH COURT, JODHPUR

FOR SUPPLY AND INSTALLATION OF OFFICE FURNITURE AND STORAGE (COMPACTOR) FURNITURE AT NEW BUILDING OF RAJASTHAN HIGH COURT, JODHPUR.

NO. HC/SK/2017-18/494

DATED: 08.11.2017

Addressed to :

Name of the Tendering Authority	Registrar General
Address	Rajasthan High Court, High Court Campus, Jodhpur, (Rajasthan) – 342001
Telephone	0291-2541338, 2545516
Tele Fax	0291-2546974
Email	mailto:hc-ri@nic.in (clearly mention the NIT no. in the subject of the mail)

Firm Details :

Name of Firm	
Name of Contact Person with Designation	
Registered Office Address	
Address of the Firm	
Year of Establishment	
Type of Firm (Public Limited/ Private Limited/ Partnership/ Proprietary)	
Telephone Number(s)	
Email Address/ Web Site	Email: <input type="text"/> Web-Site: <input type="text"/>
Fax No.	
Mobile Number	
Certification/Accreditation/Affiliation, if Any	

- 3) The requisite tender fee amounting to Rs. _____/- (Rupees <in words>) has been deposited vide DD/ BC/ receipt no. _____ dated _____.
- 4) The requisite RISL processing fee amounting to Rs. _____/- (Rupees <in words>) has been deposited vide DD/ BC _____ dated _____.
- 5) The requisite EMD amounting to Rs. _____/- (Rupees <in words>) has been deposited vide Banker's Cheque/ DD No. _____ dated _____.
- 6) We agree to abide by all the terms and conditions mentioned in this form issued by the Empanelment Authority and also the further conditions of the said notice given in the attached sheets (all the pages of which have been signed by us in token of acceptance of the terms mentioned therein along with stamp of the firm).

Date:

Name & Seal of the firm: _____

Authorized Signatory: _____



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ANNEXURE -10: PROPOSAL FORMAT FOR ORGANIZATION

Selection A: Organization Profile

1. Name of the Organization :

2. Registered Address :

(Necessary fill Tel., Fax.,

Email, Website, etc.)

3. Legal Status:

SNo.	Particulars	Registration no.	Date
1	Public Charitable Trust Act		
2	Society under Societies Registration Act		
3	Non-profit company under Indian Companies Act 19 56		
4	Registration under Foreign Contribution (Regulation) Act, 1976		
5	Income tax registration:		
	Under Section 12A		
	Under Section 80 G		
	Under Section 35 CCA		
	Any other Section/ Registration		

4. Bank Details:

Bank name	Account No.	Date of Opening Account

5. Details of the Contact Person

Name :

Designation :

Contact No. :

E-Mail: :

7. Members Associated with the Organization:

SNo.	Name	Nationality	Occupation/ qualification	Position held in the organization	Relationship with any other officer bearers (if any)	Address



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Section B: Operational Background

1. Project related to supply of these type of tems:

SNo.	Name of the programme	Period		No of outreach session per month	Details of the Programme	Total Budget	Source of fund
		From	To				

2. Staff Details (Kindly provide the details of 5 key positions in the organization)

Name of Staff	Position	Qualification	Working since

3. Any previous association/working experience with Govt. Sector? If yes, please provide the details:

4. Volume of Year wise Grant Received during the last 3 years (in different projects):

5. Name of the Donors/Funders during the last 3 Years:

Section C: Basic Documents required to be submitted along with the proposal for Evaluation

- Copy of Trust Deed if registered under Trust Act.
- Copy of Memorandum and Rules if registered under Society Registration Act.
- Annual Report of last one year
- Audited Accounts of last 3 Years.
- Organizational Chart
- Legal Status of the society-Copy of Registration Certificate
- Copy of PAN/TAN Number
- Copy of Latest Income Tax Return Filed
- GST Registration Certification with all requisite documents.
- Any other document relevant to the proposal.



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ANNEXURE- 11: BIDDER'S AUTHORIZATION CERTIFICATE {to be filled by the bidder}

To,

{Tendering Authority},

I/ We {Name/ Designation}..... hereby declare/ certify that {Name/ Designation}..... is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with Tender: HC/SK / 2017-18 / 494 Dated : 08.11.2017

He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of processing the Bid. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder: -

Verified Signature:

Authorised Signatory: -

Seal of the Organization: -

Date:

Place:



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ANNEXURE-12: SELF-DECLARATION NO BLACKLISTING {to be filled by the bidder on Rs. 100/- Non Judicial Stamp}

To,

{Tendering Authority},

In response to the Tender/ NIT: HC/SK / 2017-18 / 494 Dated 08.11.2017 for {Project Title}, as an Owner/ Partner/ Director of _____, I/ We hereby declare that presently our Company/ firm _____, at the time of bidding, is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

Thanking you,

Name of the Bidder: -

Authorised Signatory: -

Seal of the Organization: -

Date:

Place:



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ANNEXURE- 13: CERTIFICATE OF CONFORMITY/ NO DEVIATION {to be filled by the bidder}

To,

{Tendering Authority},

NIT: HC/SK / 2017-18 /494 Dated 08.11.2017

CERTIFICATE

This is to certify that, the specifications of Furniture Hardware Items which I/ We have mentioned in the Technical bid, and which I/ We shall supply if I/ We am/ are awarded with the work, are in conformity with the minimum specifications of the Tender/ bidding document and that there are no deviations of any kind from the requirement specifications.

Also, I/ we have thoroughly read the tender/ bidding document and by signing this certificate, we hereby submit our token of acceptance to all the tender terms & conditions without any deviations.

I/ We also certify that the price I/ we have quoted is inclusive of all the cost factors involved in the end-to-end implementation and execution of the project, to meet the desired Standards set out in the Tender/ bidding Document.

Thanking you,

Name of the Bidder: -

Authorised Signatory: -

Seal of the Organization: -

Date:

Place:



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ANNEXURE- 14: UNDERTAKING ON AUTHENTICITY OF ALL ITEMS and ALLIED EQUIPMENTS

{to be filled by the bidder (On Rs. 100/- Non-judicial stamp paper)}

To,

{Tendering Authority},

Reference: NIT No. HC/SK / 2017-18 /494 Dated 08.11.2017

This has reference to the items being supplied/ quoted to you vide our bid ref. no. _____
dated_____.

We hereby undertake that all the components/ parts/ assembly/ hardware used in the equipment shall be genuine, original and new components /parts/ assembly/ software from respective OEMs of the products and that no refurbished/ duplicate/ second hand components/ parts/ assembly/ hardware are being used or shall be used. In respect of licensed items/components, we undertake that the same shall be supplied along with the authorized license certificate with our name/logo. Also, that it shall be sourced from the authorized source for use in India.

In case, we are found not complying with above at the time of delivery or during installation, for the equipment already billed, we agree to take back the equipment already supplied at our cost and return any amount paid to us by you in this regard and that you will have the right to forfeit our EMD/ SD/ PSD for this bid or debar/ black list us or take suitable action against us.

Authorized Signatory

Name:

Designation:

Note: The signing Authority should be no lower than Company Secretary of the OEM.



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ANNEXURE-15: FINANCIAL BID UNDERTAKING {on bidders letterhead in technical bid}

To,
Registrar General,
Rajasthan High Court,
Jodhpur

Reference: NIT No. HC/SK / 2017-18 /494 Dated 08.11.2017

Dear Sir,

We, the undersigned bidder, Having read & examined in detail, the Bidding Document, the receipt of which is hereby duly acknowledged, I/ we, the undersigned, offer to supply/ work as mentioned in the Scope of the work, Bill of Material, Technical specifications, Service Level Standards & in conformity with the said bidding document for the same.

I / We undertake that the prices are in conformity with the specifications prescribed. The quote/ price are inclusive of all cost likely to be incurred for executing this work. The prices are quoted as required in the price- bid given in **Annexure-7**.

I / We undertake, if our bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the schedule of Requirements.

I/ We hereby declare that in case the contract is awarded to us, we shall submit the contract performance guarantee as prescribed in the bidding document.

I / We agree to abide by this bid for a period of _____ after the last date fixed for bid submission and it shall remain binding upon us and may be accepted at any time before the expiry of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

I/ We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

We understand that you are not bound to accept the lowest or any bid you may receive.

We agree to all the terms & conditions as mentioned in the bidding document and submit that we have not submitted any deviations in this regard.

Date:

Authorized Signatory

Name:

Designation:



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ANNEXURE-16: PERFORMANCE BANK GUARANTEE {to be submitted by the bidder's bank}

(To be submitted on Non-Judicial stamp paper accordance with Stamp Act and to be issued by a Nationalised/ Scheduled bank having its branch at Jodhpur)

(Payable at par at Jodhpur)

To,

Registrar General,
Rajasthan High Court,
Jodhpur.

1. In consideration of the Rajasthan High Court, Jodhpur (RHC) (hereinafter called "RHC") having agreed to exempt M/s (hereinafter called "the said Bidder(s)" from the demand, under the terms and conditions of an Agreement No..... dated made between the Rajasthan High Court, Jodhpur through Registrar General and (Bidder) for the work (hereinafter called "the said Agreement") of Security Deposit for the due fulfilment by the said Bidder (s) of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs.....(rupees only), we (indicate the name of the Bank), (hereinafter referred to as "the Bank") at the request ofBidder(s) do hereby undertake to pay to the Rajasthan High Court, Jodhpur an amount not exceeding Rs.....(Rupees.....only) on demand.
2. We..... (Indicate the name of Bank), do hereby undertake to pay Rs..... (Rupees.....only), the amounts due and payable under this guarantee without any demur or delay, merely on a demand from the RHC. Any such demand made on the bank by the RHC shall be conclusive as regards the amount due and payable by the Bank under this guarantee. The Bank Guarantee shall be completely at the disposal of the RHC and We..... (Indicate the name of Bank), bound ourselves with all directions given by RHC regarding this Bank Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....(Rupees.....only).
3. We..... (indicate the name of Bank), undertake to pay to the RHC any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any Court or Tribunal or Arbitrator etc. relating thereto, our liability under these presents being absolute, unequivocal and unconditional.
4. We..... (indicate the name of Bank) further agree that the performance guarantee herein contained shall remain in full force and effective up to <DATE> and that it shall continue to be enforceable for above specified period till all the dues of RHC under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till the RHC certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Bidder(s) and accordingly discharges this guarantee.
5. We (indicate the name of Bank) further agree with the RHC that the RHC 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 said Agreement or to extend time of performance by the said Bidder(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the RHC against the said Bidder(s) and to forbear or enforce



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any of the RFP for selection of Vendor for supply of all items throughout the State of Rajasthan (After Pre-Bid) terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Bidder(s) or for any forbearance, act or omission on the part of the RHC or any indulgence by the RHC to the said Bidder(s) or by any such matter or thing whatsoever which would but for this provision, have effect of so relieving us.

6. The liability of us (indicate the name of Bank), under this guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
7. We (indicate the name of Bank), lastly undertake not to revoke this guarantee except with the previous consent of the RHC in writing.
8. This performance Guarantee shall remain valid and in full effect, until it is decided to be discharged by the RHC. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs..... (Rupees.....only).
9. It shall not be necessary for the RHC to proceed against the contractor before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank notwithstanding any security which the RHC may have obtained or obtain from the contractor.
10. We (indicate the name of Bank) verify that we have a branch at Jodhpur. We undertake that this Bank Guarantee shall be payable at any of its branch at Jodhpur. If the last day of expiry of Bank Guarantee happens to be a holiday of the Bank, the Bank Guarantee shall expire on the close of the next working day.
11. We hereby confirm that we have the power(s) to issue this guarantee in your favor under the memorandum and articles of Association/constitution of our bank and the undersigned is/are the recipient of authority by express delegation of power(s) and has/have full power(s) to execute this guarantee for the power of attorney issued by the bank.

Date (Signature)

Place (Printed Name)

(Designation)

(Bank's common seal)

In presence of:

WTTNESS (with full name, designation, address & official seal, if any)

(1)

(2)

Bank Details

Name & address of Bank:

Name of contact person of Bank:

Contact telephone number:



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GUIDELINES FOR SUBMISSION OF BANK GUARANTEE

The Bank Guarantee shall fulfill the following conditions in the absence of which they cannot be considered valid: -

1. Bank Guarantee shall be executed on non- judicial stamp paper of applicable value purchased in the name of the bank.
2. Two persons should sign as witnesses mentioning their full name, designation, address and office seal (if any).
3. The Executor (Bank Authorities) may mention the power of attorney No. and date of execution in his/ her favour authorizing him/ her to sign the document. The Power of Attorney to be witnessed by two persons mentioning their full name and address.
4. The Bank Guarantee should be executed by a Nationalised Bank/ Scheduled Commercial Bank only.
5. Non – Judicial stamp paper shall be used within 6 months from the date of Purchase of the same. Bank Guarantee executed on the non-judicial stamp paper after 6 (six) months of the purchase of such stamp paper shall be treated as non-valid.
6. The contents of Bank Guarantee shall be strictly as per format prescribed by RHC
7. Each page of Bank Guarantee shall bear signature and seal of the Bank and B.G. number.
8. All corrections, deletions etc. in the Bank Guarantee should be authenticated by signature of Bank Officials signing the Bank Guarantee.
9. Bank should separately send through registered post/courier a certified copy of Bank Guarantee, mentioning Bid reference, Bid title and bidder name, directly to the Purchaser at the following address:



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ANNEXURE-17: Delivery Challan cum Installation Report

As a proof of Delivery and installation, the Bidder shall collect signed Delivery Challan cum Installation from the concerned Nodal Officer / Authorized Representative of Rajasthan High Court, Jodhpur and submit the same as a proof of Final Delivery as per the below mentioned template:

CONSOLIDATED PROOF OF INSTALLATION REPORTS AT New Building of Rajasthan High Court, Jodhpur

Annexure -A

Work Order No. :-				Work Order Date :-		
Sr. No.	Activities with Floor (UGF/LGF/FFL)	Item Name	Serial No. of the Item	Date of Installation	Name of the Nodal Officer	Remarks

All items have been delivered & successfully installed at each site as per the Work order.

(Sign & Stamp)
Nodal Officer
RHC, Jodhpur

(Sign & Stamp)
Vendor Representative

Please ensure that signatures are taken on each page of the consolidated report.

Annexure-B

Verification Certificate

Verified that inwork in New Building of Rajasthan High Court, Jodhpur as per enclosed sheet has been executed in terms of the Work Order No. dated and Guidelines dated issued by Hon'ble Rajasthan High Court.

Name.....

System Officer

Counter Verified by-

Name

Designation

Registrar General, Rajasthan High Court, Jodhpur or its authorized representative



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ANNEXURE-18: DRAFT AGREEMENT FORMAT

(As per rules on Rs. 15,000/- Non-Judicial Stamp Paper)
{to be signed by selected bidder(s) and tendering authority}

An agreement made this _____ (enter date of Agreement) between _____ (enter your firm's name & address) (hereinafter called "the approved supplier", which expression shall, where the context so admits, be deemed to include his heirs, successors, executors and administrators of the one part and the RHC which expression shall, where the context so admits, be deemed to include his successors in office and assigns of the other part.

Whereas the approved supplier has agreed with the RHC to supply to the Registrar General, Rajasthan High Court, Jodhpur, Rajasthan on behalf of (enter name of client organisation) to its various Offices as well as at its branch offices throughout Rajasthan, all those articles set forth in our Work Order No.

_____ Dated _____ appended hereto in the manner set forth in the conditions of the bidding document and contract appended herewith and at the rates set forth in the said order.

And whereas the approved supplier has deposited a sum of Rs. _____ in the form of: -

- Cash/ Bank Draft No./ Banker Cheque/ Bank Guarantee No. _____ dated. _____ valid upto _____.
- Post Officer Savings Bank Pass Book duly hypothecated to the Departmental authority.
- National Savings Certificates / Defence Savings Certificates / Kisan Vikas Patras or any other script / instrument under National Saving Schemes for promotion of Small Savings, if the same can be pledged under the relevant rule. (The certificates being accepted at surrender value) as security for the due performance of the aforesaid agreement which has been formally transferred to RHC.

Now these Presents witness:

- In consideration of the payment to be made by the RHC through cheque/ DD at the rates set forth in the Work Order hereto appended the approved supplier will duly supply the said articles set forth in our Work Order No. _____ dated ____/____/20____ thereof in the manner set forth in the NIT, Tender Form, Instructions to Bidders, Terms of Reference, General and Special Conditions of the Tender and Contract, Technical Bid and Financial Bid along with their enclosures.
- The NIT, Tender Form, Scope of Work, General and Special Terms & Conditions of the Tender and Contract, Technical Bid and Financial Bid along with their enclosures enclosed with the Tender Notice HC/SK/2017-18/494 Dated 08.11.2017 and also appended to this agreement will be deemed to be taken as part of this agreement and are binding on the parties executing this agreement.
- Letter Nos. _____ dated _____ received from {bidder} and letter Nos. _____ Dated _____ issued by the RHC. and appended to this agreement shall also form part of this agreement.
- The RHC and approved supplier do hereby agree that upon furnishing of solvency certificate by the approved supplier as per terms of clause – " ----", RHC shall examine and get that verified by the concerned bank or other wise satisfy itself as to its genuinty and correctness.
- The RHC do hereby agree that if the approved supplier shall duly supply the said articles in the manner aforesaid observe and keep the said terms and conditions, the RHC will through cheque/ DD pay or cause to be paid to the approved supplier at the time and the manner set forth in the said conditions, the amount payable for each and every consignment.



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- 6) The mode of payment will be as specified in this bidding document/ work order.
The prescribed scope of work/ requirement of services and deployment of technical resources shall be effected and completed within the period as specified in the Work Order.

In case of extension in the delivery period/ completion period with liquidated damages, the recovery shall be made on the basis of following percentages of value of stores/ works which the bidder has failed to supply or complete the work.

No.	Condition	LD %*
I.	Delay up to one fourth period of the prescribed delivery period of the lot & completion of work	2.5 %
II.	Delay exceeding one fourth but not exceeding half of the prescribed delivery period of the lot & completion of work	5.0 %
III.	Delay exceeding half but not exceeding three fourth of the prescribed delivery period of the lot & completion of work	7.5 %
IV.	Delay exceeding three fourth of the prescribed delivery period of the lot, & completion of work	10.0 %

Note:

- Fraction of a day in reckoning period of delay in supplies and completion of work shall be eliminated, if it is less than half a day.
- The maximum amount of liquidated damages shall be 10% of the desired Lot.
- *The percentage refers to the payment due for the associated milestone/lot.

If the supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrances, he shall apply in writing to the authority which had placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.

Delivery period may be extended with or without liquidated damages if the delay in the supply of goods is on account of hindrances beyond the control of the bidder.

Warranty/ Services shall be provided by the bidder as per terms and conditions of the RFP and Contract.

All disputes arising out of this agreement and all questions relating to the interpretation of this agreement shall be decided by the RHC and the decision of the RHC shall be final.

In witness whereof the parties here to have set their hands on the ____ day of ____ (Year).

Signature with Seal of the Approved
supplier/ bidder

Signature for and on behalf of
Registrar General, RHC, Jodhpur

Designation:

Designation:

Date:

Date:

Witness No.1

Witness No.1



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ANNEXURE – 19 :RTGS DETAILS OF FIRM (ON FIRM LETTER HEAD)

(Must be filled)

Dear Sir,

We hereby confirm that we are willing to opt for payment to be received through RTGS / NEFT. The bank details duly confirm by bank, for receipt of payment against material supply/services, miscellaneous dues.

Bank Details

- c. Account No. :
d. Type of Account :
e. Bank Name :
f. Branch Name & Address :
g. Contact No. of the branch :
h. IFSC No. :
i. PAN No. :

Communication Details

- f. Email ID :
g. Cell No. :

We authorize you to deduct necessary bank charges of NEFT/RTGS .

We have forwarded a soft copy of the above details to hc-rj@nic.in on date__

Yours faithfully,

(Signature & Name of auth. sign. with company/firm stamping)

Bank Confirmation

Certified that the furnished above bank details are correct as per our records.

Bank's Stamp

Authorized Signatory_____
Date _____



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Annexure - 20 List of Necessary Required Document for Qualifying in Technical Bid

सभी निविदादाता फर्म उनके द्वारा <https://eproc.rajasthan.gov.in> साइट पर आनलाईन अपलोड किये जाने वाले प्रत्येक दस्तावेज पर फर्म की मोहर लगाकर हस्ताक्षर करते हुये पृष्ठ संख्या अंकित करें। तत्पश्चात उसके अनुरूप ही स्वयं के लेटर हेड पर नीचे वर्णित सूची को भर कर संलग्न करना अनिवार्य है।

No.	Basic Requirement as per RFB	Specific Requirements	Documents Required	Must write Page No. where document attached
1	(1) Legal Entity	1. The bidder should be a company registered firm. 2. The Bidder shall be an OEM.	1. Copy of Certificate(s) of incorporation	
2	(2) Net Worth	The net worth of the bidder in the last financial year, i.e. 2016-2017, should be positive. The bidder's annual turnover from sales and support services of these type of items in India should be at least be 50 Crores in last 5 years.	CA Certificate with CA's Registration Number/ Seal indicating net worth of the firm in last financial year	
3	(3) Sales in India	The OEM should have ready to supply in one shot in specific time.	Statutory Auditor Certificate or Certificate from the Company Secretary of the OEM clearly specifying year wise sales of these type of items in India	
4	Tax registration and clearance	The Bidder should have a registered number of i. GST/VAT/Sales Tax where his business is located ii. Service Tax iii. Income Tax / PAN / TIN number.	- Copies of relevant registration certificates - Valid VAT clearance certificate upto date from the CTO of the circle concerned/ PAN No.	
5	Blacklisting	A bidder who is blacklisted from any other Govt. Institution not eligible to participate in this project while under sanction by RHC. Similarly, at the time of bidding, the firms black-listed / debarred. In participating in any procurement activities for fraudulent or corrupt practices by any State or Central Government or UT in India are not allowed to bid.	A Self Certified letter as given in the Annexure-10 An affidavit (on non-judicial stamp of Rs 100/-)	
6	Service Support Centre	1. A Helpdesk/Service Support Personnel shall be established by the successful bidder to facilitate and monitor warranty/guarantee service provided. 2. In case of any defect, malfunctioning, error operational/otherwise the resident engineer shall be approached and such RE/SSP shall respond to the issue expeditiously. 3. The bidder shall register the defects, malfunctioning or error as mentioned by the user, reported at any of the service support center/resident engineer in system generate ticket number and take steps to resolve the complaint and inform the user/complaint and/or take feedback from the user/complaint. 4. The bidder shall be solely responsible	Details / Undertaking for setting up Service Support Centres / deployment of Resident Engineers in Rajasthan	



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		<p>for the maintenance, repair of the equipments / items supplied and integrated and the Registrar General; Rajasthan High Court, Jodhpur shall not be liable to interact with any of the partners/collaborators of the Bidder.</p> <p>5. The Bidder shall have adequate Technical Support Center to meet the criteria for fault restoration/faulty unit repair times as mentioned in the Clause – 35.1. The Bidder shall furnish the names, locations, complete postal address, telephone numbers and FAX numbers of all Technical support Centers at the time of signing the Contract.</p> <p>6. The Bidder shall also provide the name of alternate contact person or Technical Support Center with address & telephone / fax numbers / E-mail which may be contacted by the Registrar General, Rajasthan High Court, Jodhpur or its authorized Officer / staff for support in case of no response/poor response from the designated Technical support center. This however shall not preclude from imposing the penalties, if any, as applicable as per the terms & conditions of this tender.</p> <p>7. Any change in Address, Phone number, FAX Number etc., shall have to be intimated in writing by the Bidder to the Registrar General, Rajasthan High Court, Jodhpur.</p> <p>8. The Bidder shall ensure that all the Technical support centers are capable of attending faults / supporting their engineers at the New Building of Rajasthan High Court, Jodhpur.</p> <p>9. The service window for all equipments will be 24*7*365.</p>		
7	Registration of the Bidder:	The bidder should be registered body under the Societies Registration Act/Indian Religious and Charitable Act/Indian Trust Act/Companies Act or their state counterparts for more than five years at the time of submission of proposal.	Copy of Certificate(s) of Registration	
8	Experience in implementation and management of such projects/ schemes:	Minimum five year of experience in implementation of this project. The work-orders and/or any other supporting documents/experience certificates issued by the competent authority of the client pertaining to such works done satisfactorily in the past should be provided.	Copy of work order	
10	Financial Soundness/Stability:	A proposal may come from a single entity having a minimum average annual turnover as per norms for last five financial years (2012-13, 2013-14, 2014-15, 2015-16, 2016-17). The bidder must attach audited accounts as supporting documents. Un-audited accounts will not be considered	Copy of financial statement	



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11	Declarations:	Every bidder is supposed to submit a declaration in following annexures:- Annexure A:- Compliance with the Code of Integrity and no Conflict of Interest. Annexure B:- Declaration by the bidder regarding qualifications. Annexure C:- Grievance Redressal during procurement process Annexure D:- Additional Condition of Contract”	Annexure-A Annexure -B Annexure -C Annexure -D	
12	Fee Document	Fee Details		
		Tender Fee	Scanned copy of Fee Receipt / DD/ Banker's Cheque	
		RISL Processing Fee	Scanned copy of DD/ Banker's Cheque	
		EMD (2% of estimated cost)	Scanned copy of DD/ Banker's Cheque	
13	RTGS Details of Firm	on letterheads	as per Annexure-21	
14	Document Required	Pre-Qualification & Technical Documents	Document Format	
		Bill of Material (BOM)	as per Annexure-1	
		Technical Specification	as per Annexure-2	
		Component offered as per Annexure- 2.	as per Annexure-3 (A)	
		Compliance sheet as per Annexure- 2.	as per Annexure-3 (B)	
		Covering Letter – Technical Bid On bidder's letter head duly signed by authorized signatory	as per Annexure-8	
		Tender Form	as per Annexure-9	
		Proposal Format for Organization	as per Annexure-10	
		Bidder Authorisation Certificate	as per Annexure-11	
		Self Declaration "No Blacklisting"	as per Annexure-12	
		Certificate of Conformity/No deviation	as per Annexure-13	
		Undertaking on Authenticity	as per Annexure-14	
		Financial Bid undertaking (on bidders letterhead in technical bid)	as per Annexure-15	
		Manufacturer	as per Annexure-5	
		Service Support Centre List	At RHC, Jodhpur.	
15	Complete BID Document (Page 1 to 72) with Seal & Sign of Competent Authority			

Note: -1 उक्त वर्णित **Annexure** के अतिरिक्त सभी फर्मों को निविदा प्रपत्र में दर्शाई गई समस्त नियम एवं शर्तों से सहमति बाबत निविदा के प्रत्येक पृष्ठ पर (1 से 83) पर हस्ताक्षर मय मोहर कर आवश्यक रूप से संलग्न करना होगा।

Note: -2 चेक लिस्ट नही भरने की स्थिति में निविदा पर विचार नही किया जायेगा, जिसकी जवाबदेही स्वयं फर्म की होगी।

Note: -3 - निविदादाता फर्म द्वारा उपरोक्त चेक लिस्ट में वर्णित सभी दस्तावेज की मूल प्रति दिनांक 12.12.2017 को 2.30 बजे तक आवश्यक रूप से जमा करावे