

---

**BID DOCUMENT  
FOR  
SUPPLY & INSTALLATION OF OFFICE  
FURNITURE WORK STATIONS ETC.  
AT CHB OFFICE BUILDING BLOCK-B,  
SECTOR 9-D CHANDIGARH**

Date of release /publishing of tender \_\_\_\_\_ /2021

---

Last Date of  
Submission of document : \_\_\_\_\_ /2021

Price Rs.1180/-  
[Rs.1000 + 18% GST]

---

Fax: 0172-4601836, 4601837

Tel: 0172-4601722

Website: <http://etenders.chd.nic.in/nicgp>



# CHANDIGARH

# HOUSING BOARD

A CHANDIGARH ADMINISTRATION UNDERTAKING

## NOTICE INVITING TENDER

Name of work	<del>FOR</del> SUPPLY & INSTALLATION OF OFFICE FURNITURE - WORK STATIONS ETC. AT CHB OFFICE BUILDING BLOCK-B, SECTOR 9-D CHANDIGARH
Estimated cost	Rs.1,56,44,938/-
Earnest Money	Rs.3,13,000/-
Document Fee	Rs.1180/-
Performance Guarantee	3%
Security Deposit	2.5%
Period of Completion	02 Months



## INDEX

Sr. No.	DESCRIPTION	PAGE NO.
<b>PART-I</b>		
1.	Press Notice	5
2.	Detail regarding Tendering Process	6-7
3.	List of Documents to be uploaded by the tenderer.	8
4.	Check List	9
5.	Notice Invitation Tender	10-15
<b>PART-II</b>		
	<b>Post Qualification application form and document related to eligibility criteria and other related document</b>	
6.	Section – I Information & Instructions for Bidders.	18-20
7.	Section – II Forms and Annexure	
	i. Basic information	22
	ii. Letter of Transmittal Form 'A'	23
	iii. Form 'B' – Details of works completed during last 7 years ending last day of month previous to the one in which tenders are invited.	24
	iv. Form 'C' Performance Report of works given in Form 'B'. TDS Certificate of works given in Form 'C'.	25
8.	Specimen Proforma for Affidavit to be submitted by the applicant alongwith other documents regarding No criminal proceeding. <b>Annexure-I</b>	26
9.	Format for Power of Attorney by Applicant in case of Non Consortium members - <b>Annexure-II</b>	27
10.	Proforma for submission of Performance Guarantee- <b>Annexure-III</b> .	28-29
11.	Forms related to integrity- <b>Annexure-IV, IV-A &amp; IV-B</b>	30-35
<b>PART-III</b>		
	<b>Financial Bid, Special conditions and other related documents for submission of financial Bid</b>	
12.	Instructions for Contractors.	37
13.	<b>Part-A</b>	
	i. Form No -7	39-41
	ii. Mile stone Programmer	42
14.	<b>Part-B</b> General/Specific Conditions, Specifications and Schedule of Quantities applicable to the work.	
	i. General/Specific Conditions & Specifications and list of approved makes of various items	44-64
	ii. Format of Indemnity Bond.	65
	iii. Detail of items	66
15.	Financial Bid for quoting rates	67-74



# PART-I



**CHANDIGARH HOUSING BOARD**  
**PRESS NOTICE**  
**(To be issued for Publication in Newspapers)**  
**Notice Inviting e-Tenders**

Executive Engineer-II on behalf of the Chairman, Chandigarh Housing Board invites **Item Rate Tenders** through e-Procurement process from the eligible manufacturer companies and their authorized dealers, firms, agencies for **Supply & Installation of Office Furniture Work Stations etc.**, at **CHB Office Building Block-B, Sector 9-D Chandigarh** as per detailed specifications and other requirements as per terms and conditions of the bid document.

**Estimated Cost :- Rs.1,56,44,938/- Earnest Money:- Rs. 3,13,000/-, Period of Completion:- 02 Months.** Last date of submission of bid online is \_\_\_/\_\_\_/2021. Last date of physical submission of bid & date of opening bid is \_\_\_/\_\_\_/2021.

For detail Milestone dates of Electronic Tendering are given at the website <http://etenders.chd.nic.in/nicgp>

Ph.: 0172-4601710

Executive Engineer-II  
for & on behalf of Chairman  
Chandigarh Housing Board,  
Chandigarh

  
EE-II



### Detail Regarding Tendering Process

Name of work	SUPPLY & INSTALLATION OF OFFICE FURNITURE - WORK STATIONS ETC. AT CHB OFFICE BUILDING BLOCK-B SECTOR 9-D CHANDIGARH	
Estimated cost (Rs. In Lac)	Rs. 1,56,44,938/-	
Period of completion	02 Months	
Name of the Employer	Chandigarh Housing Board	
Adress of the Employer	8 Jan Marg, Sector 9 D Chandigarh	
Mode	E-Tendering	
Website	<a href="https://etenders.chd.nic.in/nicgep/app">https://etenders.chd.nic.in/nicgep/app</a>	
Document Fee (Non Refundable)	<p>Rs.1180/- (Non-refundable/Non adjustable) Inclusive of GST to be submitted online through e-tendering portal i.e <a href="https://etenders.chd.nic.in">https://etenders.chd.nic.in</a>. Bidder can submit their bid only after depositing online.</p> <p>The payment may be deposited by bank to bank transfer using SBI MOPS or RTGS/NEFT transfer through <a href="https://etenders.chd.nic.in.portal">https://etenders.chd.nic.in.portal</a>.</p> <p>The bidder must upload the copy of UTR No/ Transaction slip on the web site. The hard copy shall be placed in Envelop 'A'</p>	
<b>Milestone Dates</b>		
Downloading of e-tender document	Start date:	08 /07/ 2021 at 1000 Hrs.
	End date:	26 /07/ 2021 upto 1700 Hrs.
Clarification regarding plans specifications schedule of quantities & set of terms	Start date:	08 /07/ 2021 at 1000 Hrs.
	End date:	26 /07/ 2021 upto 1700 Hrs.
Pre-Bid conference at Board Room of Block-C. CH B		.....15/07/ 2021 .....At 12.00 Noon
Date of submission of e-tender	Start date:	08 /07/ 2021 at 1000 Hrs.
	End date:	26 /07/ 2021 upto 1700 Hrs.
Physical submission of Tender including EMD, Tender Document Fee, Documents required for eligibility & other necessary documents.	Start date:	28 /07/ 2021 at 1000 Hrs.
	End date:	30 /07/ 2021 upto 1100 Hrs.
Opening of technical bid (Online)		30 /07/ 2021 upto 1130 Hrs.
Opening of price bid (Online)	To be intimated separately to all qualified bidders	
Bid validity period	75 Days	
Earnest Money Deposit	The EMD required for placing the e-bid shall be	

  
 EE-II



	<p>Rs.3,13,000/- to be submitted on line through e-tendering portal i.e. <a href="https://etenders.chd.nic.in">https://etenders.chd.nic.in</a>.</p> <p>Bidder can submit their bid only after depositing EMD online.</p> <p>The payment may be deposited by bank-to-bank transfer using SBI MOPS or RTGS/NEFT transfer through <a href="https://etenders.chd.nic.in">https://etenders.chd.nic.in</a> portal.</p> <p>The amount of EMD is refundable.</p> <p>The EMD shall be refunded online to the bidder account in case of all unsuccessful e-bids, provided it is not forfeited.</p> <p>The bidder must upload the copy of UTR No/ Transaction slip on the web site. The hard copy shall be placed in Envelop 'A'.</p> <p>A part of earnest money is acceptable in the form of bank guarantee also. In such case, minimum 50% of earnest money or Rs.20 Lac, whichever is less, will have to be deposited by bank-to-bank transfer using SBI MOPS or RTGS/NEFT transfer through <a href="https://etenders.chd.nic.in">https:// etenders. chd.nic.in</a> portal and the remaining amount in the shape of Bank guarantee issued by a Scheduled Bank having validity 180 days or more from the date of submission of the tender (stipulated/ extended).</p>
Performance Security	<p>The bidder, whose tender has been accepted, will be required to furnish '<b>Performance Guarantee</b>' of 3% (Three percent) of the tendered amount within the period specified in <b>bid document</b>. This guarantee shall be in form of cash (in case guarantee amount is less than Rs.10000/-) or Deposit at call Receipt of any scheduled bank/ Banker's Cheque of any scheduled Bank/ Demand draft of any scheduled bank/ Pay Order of any scheduled bank (in case guarantee amount is less than Rs.100000/-) or Govt. security or fixed deposit receipt or Guarantee Bonds of any scheduled bank or State Bank of India in accordance with the prescribed form.</p> <p><b>In case the contractor fails to deposit the said performance guarantee within the period as indicated in Bid Document, including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.</b></p>
	<p>Time allowed 7 Days for submission of Performance Guarantee, programme chart (Time and progress ) and applicable labour licenses, registration with EPFO, ESIC and BOCW welfare board or proof of applying there of from the date of issue of letter of acceptance,</p>
	<p>Maximum allowable extension upto 15 Days with late fee @ 0.1% per day of Performance Guarantee amount beyond the period provided in above mentioned 7 days.</p>

  
EEM



**LIST OF DOCUMENT TO BE UPLOADED BY THE BIDDERS**

1.	Fee	
	i)	EMD
	ii)	Document Fee
	iii)	Check List
2.	Post Qualification /Technical	
	i.	Form 'A' Letter of Transmittal as per attached proforma in Section-II.
	ii.	Form 'B' Similar works during the last seven years ending last day of month previous to the one in which tenders are invited.
	iii.	Form 'C' Performance Report of works.
	iv.	TDS Certificate of works given in Form 'B'.
	v.	Income tax returns and balance sheets duly audited/verified by the Chartered Accountant & Profit/Loss statement during the last three years ending 31st March of the previous year duly signed by the CA
	vi.	Affidavit as per Annexure-I regarding no criminal proceedings and confirmation that eligible similar works have not been got executed on back to back basis.
	vii.	Certificate of Registration under GST and acknowledgement of up to date filed return
	viii.	Copy of PAN
	ix.	Certificate of registration with EPFO, ESIC and labour license
	x.	Declaration of the integrity Agreement <b>Annexure IV, IV-A &amp; IV-B</b>
	xi.	Any other document as specified in the bid document.
3.	Finance	
	Financial Bid	

**NOTE: -** Hard copies of the documents except Financial Bid listed at Sr. No.3 above shall be submitted by the bidders.





**CHECK LIST TO ACCOMPANY THE 'ELIGIBILITY DOCUMENTS'**

S. No.	Description	Remarks
1.	Whether the Earnest Money as per the Press Notice has been attached?	Yes / No
2.	Whether the cost of Document as per the Press Notice has been appended?	Yes / No
3.	Whether definite proof from appropriate authority of having completed satisfactorily Similar Work during the last seven years ending last day of month previous to the one in which tender are invited has been attached?	Yes / No
4.	Whether the Form 'A' Letter of Transmittal as per attached proforma in Section-II has been submitted?	Yes / No
5.	Whether the Form 'B' – Details of similar works completed during last 7 years ending last day of month previous to the one in which tender are invited has been submitted?	Yes / No
6.	Whether the Form 'C' – Performance Report of works referred to in Form-B has been submitted?	Yes / No
7.	Whether the Affidavit as per Annexure-I have been submitted?	Yes / No
8.	Whether the Power of Attorney as per Annexure-II has been submitted?	Yes / No
9.	Whether any additional condition in tender has been quoted?	Yes / No
10.	Whether the Scanned copies of self attested documents related to E.M.D., cost of Document & other eligibility document has been uploaded along with the Bid?	Yes / No
11.	Whether all the statements, documents, certificates, uploaded owning responsibility for their correctness/ authenticity have been signed?	Yes / No
12.	Whether the certificate of registration of GST & acknowledgement of filed GST returns have been submitted/ Uploaded?	Yes/ No
13.	Whether the Copy of PAN has been submitted/ Uploaded?	Yes / No
14.	Whether the Certificate of registration with EPFO, ESIC and labour license has been submitted/ Uploaded?	Yes / No
15.	Whether uploaded Income tax returns and balance sheets duly audited/verified by the Chartered Accountant & Profit/Loss statement during the last three years ending 31st March of the previous year duly signed by the CA.	Yes / No

**DECLARATION**

1. I/We \_\_\_\_\_ have carefully gone through all the conditions mentioned in the Bid Document and solemnly declare and affirm that I/we will abide by any penal action of CHB for disqualification or of black listing or determination of contract or any other action as deemed fit, taken by, the Department against me/us, in the event of any of the contents of our this application, the statements, documents, and certificates produced by me/us have been found/declared to be false/fabricated without any liability on CHB.

2. I/We hereby further declare that the Tender has been completed and submitted by us in the manner prescribed in the document and consider myself/ourselves eligible and in possession of all the documents required.

3. I/We hereby also declare that, I/We have not been blacklisted/ debarred/ Suspended/ demoted by any department of Chandigarh Administration or in of any state/Union Territory of the Republic of India for any reasons what so ever.

Date

Signature of the Bidder (s)  
(Full name in capitals)  
Designation

  
EE-II



**CHANDIGARH HOUSING BOARD  
NOTICE INVITING TENDER.**

1.	Executive Engineer-II on behalf of the Chairman, Chandigarh Housing Board invites Item Rate Tenders through e-Procurement process from the eligible manufacture companies and their authorized dealers, firms, agencies for the following work as per detailed specifications and other requirements as per terms and conditions of the bid document.						
1.1	The work is estimated to Cost Rs.1,56,44,938/- (Rs One Crore Fifty Six Lac Forty Four Thousand Nine Hundred Thirty Eight only). This estimated cost mentioned hereunder is merely indicative and is for the general guidance/ knowledge of the applicants only. The break up of said estimated cost of work is as under:-						
Name of work & Location		Estimated cost put to tender (In Lac)	Earnest Money (Rs.)	Document Fee	Time Limit	Last date & time of submission of Bid, copy of receipt of deposition of original EMD & other documents as specified in NIT	Time and date of opening of Technical Bid
Supply & Installation of Office Furniture Items at CHB Office Building Block-B, Sector 9-D Chandigarh		Rs.1,56,44,938/-	Rs.3,13,000/-	Rs.1180/-	02 Months	/ /2021	/ /2021
For detail of Milestones dates of Electronic Tendering please refer website <a href="http://etenders.chd.nic.in/nicgep">http://etenders.chd.nic.in/nicgep</a>							
1.2	Applicants who fulfill the following requirements shall only be eligible to apply.						
a)	Should have satisfactorily completed the three similar works each costing not less than <b>Rs.63.00 Lac</b> or two similar works each of costing not less than <b>Rs.94.00 Lac</b> or one similar work of costing not less than <b>Rs.125.00 Lac</b> during the last seven years ending last day of month previous to the one in which tender are invited .						
‘Similar works shall mean “ supply and installation of furniture ” Components of work executed other than those included in definition of similar work shall be deducted while calculating cost of similar work. Bidder shall submit abstract of cost of work in support of this. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion of the work to the last date of submission of bid.							
b)	<b>Bidder shall have to furnish an affidavit as per Annexure-I as under :-</b>						
i)	The undersigned hereby certify that there are no criminal proceedings pending/ ongoing in any court of law regarding any construction project executed by me/us.						
ii)	I/we undertake and confirm that the eligible similar works has/have not						

EE-II



		been got executed through another contractor on back to back basis. Further that if such a violation comes to the notice of the department then I/we shall be debarred for tendering in CHB in future forever. Also if, such a violation comes to the notice of the department before the date of start of work then the CHB shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee deposited.
	c)	GST registration Certificate is to be obtained by the bidder. If the bidder has not obtained GST registration as applicable then he shall scan and upload following undertaking along with other bid documents. "If work is awarded to me, I/we shall obtain GST registration Certificate as applicable within one month from the date of receipt of award letter or before release of any payment by CHB, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and/or for any action taken by CHB or GST department in this regard.
	d)	Bidders are required to furnish details about their Company/firm/agency, experience, competence etc. as per the proforma. If the space in the application form is insufficient for furnishing full details, such information may be supplemented on a separate sheet of paper duly signed.
	Note	All the documents shall be duly attested & counter signed by the agencies.
2.		Agreement shall be drawn with the successful Tenderer on the prescribed Format of Form 7. Tenderers shall quote their rates as per various terms and conditions of the said form which will form part of the agreement.
3.		The time allowed for carrying out the work will be <b>02 Months</b> from the date of start from the first day of handing over of the site, whichever is later in accordance with the phasing, if any, indicated in the Tender Document. In case of non-handing over of any part of site, the extension in time limit for the proportional delay shall be allowed as per the agreement.
4.		The Site for the work is available.
5.	i)	Bid document consisting of plans, specifications, the schedule of quantities of the various classes of work to be done and the set of terms and conditions of the



		contract to be complied with by the Contractor whose bid may be accepted and other necessary documents. can be seen in the office of the Executive Engineer-III between date and time specified in tender notice in all working days except except on Saturdays, Sundays and Public Holidays.
	ii)	Bid document shall not be available on Chandigarh Administration website after the stipulated date & time for downloading.
		Rs.1180/- (Non-refundable/Non adjustable) Inclusive of GST to be submitted online through e-tendering portal i.e <a href="https://etenders.chd.nic.in">https://etenders.chd.nic.in</a> . Bidder can submit their bid only after depositing online. The payment may be deposited by bank to bank transfer using SBI MOPS or RTGS/NEFT transfer through <a href="https://etenders.chd.nic.in.portal">https://etenders.chd.nic.in.portal</a> . The bidder must upload the copy of UTR No/ Transaction slip on the web site. Hard copy of the same should also be placed in a separate Envelop marked <b>(‘Envelop –A’) and submitted together with ‘Eligibility Documents’</b> .
	iii)	Earnest money amounting to Rs.3.13,000/- to be submitted online through e-tendering portal i.e <a href="https://etenders.chd.nic.in">https://etenders.chd.nic.in</a> . Bidder can submit their bid only after depositing online. The payment may be deposited by bank to bank transfer using SBI MOPS or RTGS/NEFT transfer through <a href="https://etenders.chd.nic.in.portal">https://etenders.chd.nic.in.portal</a> . The bidder must upload the copy of UTR No/ Transaction slip on the web site. Hard copy of the same should also be placed in a Envelop marked <b>(‘Envelop –A’) and submitted together with ‘Eligibility Documents’</b>
6.	(a)	Downloading and submission of Tender including Financial Bid will be done by e- <b>Procurement process</b> through the web site of Chandigarh Administration to be indicated in the <b>Press Notice</b> . However, for general information, the <b>Tender Document</b> can also be seen & downloaded from Chandigarh Administration web site <a href="http://chandigarh.gov.in">http://chandigarh.gov.in</a>  The agency shall upload Scanned copy of documents ( <b>duly attested and counter signed by agency</b> ) related to Earnest Money Deposit, Cost of Tender Document and ‘Eligibility Documents’.
	(b)	Hard copies of the complete e-Tender i. e. ‘Eligibility Documents’ (except ‘Financial Bid’) <b>are also</b> to be submitted in sealed ‘Envelopes B’, duly labeled ‘Name of Work’, ‘Name of Agency’ and last date of submission of tender. <b>Envelop ‘A’ and Envelop ‘B’ shall be submitted together in another sealed Envelop ‘C’</b> labeled with ‘Name of Work’, ‘Name of Agency’ and last date of submission of tender.  <u><b>Envelop ‘C’ as mentioned above must be submitted to the Superintendent(Admn.) in Room Number-39, upto 11.00 AM at CHB Block ‘A’ Chandigarh with in four working days i.e by 2021 from the last date of submission of Online e-Tender mentioned above. Failure to furnish the said original documents will entail rejection of Bid.</b></u>  <i>Any Tender submitted through e- Procurement process but without physical submission of document mentioned above and without the acknowledgement of Superintendent (Admn.) will be treated as invalid and shall be rejected without opening. There will be not be any liability on CHB on this account.</i>
	(c)	Before proceeding further with the e- <b>Procurement process</b> , the envelope ‘A’ containing earnest money, cost of document & check list shall be opened first and Envelop ‘B’ containing ‘Eligibility Document’ of those agencies whose earnest money & cost of document found in order shall be opened in the office of EE-I CHB by the committee on



	the stipulated time & date mentioned in the tender notice.
i)	Pre-Bid Conference shall be held on the date mentioned in detail Regarding Tendering Process in the CHB Board Room in Block- 'C', CHB Office Building Complex at 8 Jan Marg, Sector-9, Chandigarh.
7.	The department reserves the right to reject any or all the prospective applications without assigning any reason and/or to restrict the list of qualified contractors to any number as deemed suitable by it, if too many bids satisfying the laid down criteria have been received.
8.	<p>The bidder, whose tender is accepted, shall submit an irrevocable Performance Guarantee 3% (Three percent) of the tendered amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement, (not withstanding and/or without prejudice to any other provisions in the contract) within period specified in Schedule 'F' from the date of issue of letter of acceptance. This period can be further extended by the Engineer-in-Charge up to a maximum period as specified in Bid Document on written request of the contractor stating the reason for delays in procuring the Performance Guarantee, to the satisfaction of the Engineer-in-Charge. This guarantee shall be in the form of Cash (in case guarantee amount is less than Rs.10,000/-) or Deposit at Call receipt of any scheduled bank/Banker's Cheque of any scheduled bank/Demand Draft of any scheduled bank/Pay Order of any scheduled bank (in case guarantee amount is less than Rs.1,00,000/-) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the form annexed hereto. In case a fixed deposit receipt of any Bank is furnished by the contractor to the Government as part of the performance guarantee and the Bank is unable to make payment against the said fixed deposit receipt, the loss caused thereby shall fall on the contractor and the contractor shall forthwith on demand furnish additional security to the Government to make good the deficit. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Bid Document, including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.</p> <p>The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses/registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC and BOCW Welfare Board and Programme chart (Time and Progress) within the period specified.</p>
9.	The description of the work is as follows:
	<b>SUPPLY &amp; INSTALLATION OF OFFICE FURNITURE- WORK STATIONS ETC. AT CHB OFFICE BUILDING BLOCK-B, SECTOR 9-D CHANDIGARH</b>
10.	Copies of other drawings and documents pertaining to the works will be open for inspection by the Tenderers at the office of the concerned EE of CHB. Tenderers are also advised to carefully inspect and examine the site and its surroundings and satisfy themselves, before submitting their tenders, as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not. CHB will not accept any liability arising later on consequent to any misunderstanding or otherwise on the part of the tenderer. The tenderer shall be responsible for arranging and maintaining, at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for execution of the work unless otherwise specifically provided for in the contract document. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. if any are issued to him by the CHB and local conditions and other factors having a bearing on the execution of the work.

  
EE-II



11.	The competent authority on behalf of the Chairman, CHB does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason. <b>All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, the same shall be summarily rejected.</b>
12.	Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
13.	The competent authority on behalf of the Chairman, Chandigarh Housing Board reserves with himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
14.	The contractor shall not be permitted to tender for works in the CHB. (responsible for award and execution of contracts) in which his near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in the Chandigarh Housing Board. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
15.	No Engineer of Gazetted rank or other Gazetted officer employed in the Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the previous permission of the Chairman, CHB in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Chairman, CHB as aforesaid before submission of the tender or engagement in the contractor's service.
16.	The tenders for the work shall remain open for acceptance for a period of <b>Seventy Five (75) days</b> from the last day of receipt of Technical Bid. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, which-ever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Chairman, CHB shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the re-tendering process of the work.
17.	This ' <b>Bid Document</b> ' shall form a part of the contract document. The successful tenderer/Bidder/contractor, on acceptance of his tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of:
	a) The Notice Inviting Tender, all the documents including additional conditions, specifications and drawings, if any, forming part of the tender as up loaded at the time of invitation of tender and the rates quoted on line at the time of submission of the Bid and acceptance thereof together with any correspondence leading there to.
18.	The completion certificate shall be issued as prescribed below:-
	i) After the acceptance of completion of the works by competent authority.
19.	In case any discrepancy is noticed between the documents as uploaded at the time of submission of the bid online and hard copies as submitted physically in the office of Executive Engineer, then the bid submitted shall become invalid and the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the re-tendering process of the work.



20.	Any incorrectness / deviation if noticed in the documents submitted by the agency, the same shall be viewed seriously and apart from cancellation of the work/tender, forfeiture of EMD. Criminal action will be initiated including suspension of business.
21.	The tenderer is liable to be blacklisted and the EMD forfeited if he has been found to have misled or has furnished false information in the forms / statements / certificates submitted by him as proof in support of qualification requirements or record of performance such as abandoning of work not properly completed in earlier contracts, inordinate delays in completion of the works etc. etc.
22.	Any contractor offering lower rates after the opening of tenders shall be liable to be black-listed.
23.	All disputes concerning in any way with this work are subject to Chandigarh jurisdiction only.
24.	Before the last date for submission of Tenders, the Tender Inviting Officer may modify any of the Contents of the Tender Notice, Tender documents by issuing amendment / Addendum.
25.	Any addendum/amendments issued by the Tender Inviting Officer shall be part of the Tender Document.
26.	To give prospective Tenderer reasonable time to take an addendum into account in preparing their bids, the Tender Inviting Officer may extend if necessary, the last date for submission of tenders.
27.	The Executive Engineer will evaluate whether each Tenderer is satisfying the eligibility criteria prescribed in the tender document and declares them as a qualified Tenderer and selected for next stage of opening of Price Bid.
28.	If the technical bid of a Bidder is not satisfying any of the eligibility criteria it will be rejected by the Executive Engineer.
29.	If any alteration is made by the Bidder in the Bid documents, the conditions of the contract, the drawings, specifications or statements / formats or quantities the tender will be rejected.
30.	Bidder shall be scrutinized in accordance with the conditions stipulated in the Tender document. In case of any discrepancy of non-adherence Conditions the Tender accepting authority shall communicate the same which will be binding both on the tender Opening authority and the tenderer. In case of any ambiguity, the decision taken by the Tender Accepting Authority on tenders shall be final.
31.	The Executive Engineer will evaluate and compare the price bids of all the qualified Tenderer.
32.	The Bidder is advised to attach any additional information, which he thinks to be necessary in regard to his capabilities. No further information will be entertained after submission of application unless it is called for by the Board. The Board reserves the right to call for additional information & clarification of information submitted by the tenderer.
33.	The cost incurred by the Bidder in preparing this application, in providing clarifications or attending discussions/ conferences in connection with this document shall be borne by the tenderer and the Board in no case will be responsible or liable for these costs, regardless of the conduct or out come of the process.
34.	While execution of the work, if found that the contractor had produced false/ fake certificates of experience he will be black listed and the contract will be terminated.
35.	The department reserves the right to reject any prospective application without assigning any reason.



**PART-II**

**DOCUMENT RELATED  
TO  
ELIGIBILITY CRITERIA  
AND  
OTHER RELATED DOCUMENTS**

---

---

*SS*  
EE-II





# SECTION – I

## INFORMATION & INSTRUCTIONS FOR BIDDERS

---



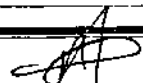
EE-II



## SECTION - I

### INFORMATION & INSTRUCTIONS FOR BIDDERS

1.0	<b>GENERAL:</b>
1.1	Letter of transmittal and forms for deciding eligibility are given in Section II.
1.2	All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil" or "no such case" entry should be made in that column. If any particular / query is not applicable in case of the Bidder, it should be stated as "Not Applicable". The Bidders are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being summarily disqualified. Bids made by telegram or telex and those received late will not be entertained.
1.3	<b>The physical form of 'Eligibility Documents' should be scanned before uploading and duly self attested.</b>
1.4	Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting. Pages of document are numbered. Additional sheets, if any added by the contractor, should also be numbered by him. They should be submitted as a package with signed letter of transmittal.
1.5	References, information and certificates from the respective clients certifying suitability, technical know-how or capability of the applicant should be signed by an officer not below the rank of Executive Engineer or equivalent.
1.6	The Bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of document unless it is called for by the Employer.
1.7	The tenderer is liable to be blacklisted and the EMD forfeited if he has been found to have misled or has furnished false information in the forms / statements / certificates submitted by him as proof in support of qualification requirements or record of performance such as abandoning of work not properly completed in earlier contracts, inordinate delays in completion of the works etc.
1.8	All dispute concerning in any way are subject to Chandigarh Jurisdiction only.
1.9	The Board is under no obligation to inform the contractor of the reasons of their selection or rejection. Employer's decision in this regard shall be final and binding.
1.10	If at any stage, it is found that the tenderer has misled or has furnished false information in the forms / statements / certificates submitted by him as proof in support of qualification requirements or record of performance such as abandoning of work not properly completed in earlier contracts, inordinate delays in completion of the works, the tenderer is liable to be blacklisted & debarred from tendering in CHB and the EMD forfeited. Further, if this Contract has been awarded, the same shall be rescinded including forfeiture of EMD and Performance Guarantee.
2.0	<b>DEFINITIONS:</b>
	In this document the following words and expressions have the meaning hereby assigned to

  
EE-II



	them:
	EMPLOYER means the Chairman, Chandigarh Housing Board, acting through the Executive Engineer.
	BIDDER/TENDERER/FIRM/ AGENCY/CONTRACTOR/APPLICANT means the individual, proprietary firm, firm in partnership, limited company private or public or corporation or Joint Venture Company.
	"Year" means "Financial Year" unless stated otherwise.
	CHB/ Board means "Chandigarh Housing Board"
3.0	<b>METHOD OF APPLICATION:</b>
3.1	If the Bidder is an individual, the application shall be signed by him above his full typewritten name and current address.
3.2	If the Bidder is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.
3.3	If the Bidder is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses or alternatively by a partner holding power of attorney for the firm. In the latter case, a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.
3.4	If the Bidder is a limited company or a corporation, the application shall be signed by a duly authorised person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The Bidder should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.
4.0	<b>FINAL DECISION MAKING AUTHORITY.</b>
	The employer reserves the right to accept or reject any Bid and to annul the qualification process and reject all Bids at any time, without assigning any reason or incurring any liability to the Bidders.
5.0	<b>PARTICULARS PROVISIONAL</b>
	The particulars of the work given in Section-I are provisional, They are liable to change and must be considered only as advance information to assist the Bidder.
6.0	<b>SITE VISIT</b>
	<b>The Bidder is advised to visit the site of work, at his own cost, and examine it and its surroundings to make himself aware of all information that he considers necessary for proper assessment of the prospective assignment.</b>
7.0	<b>INITIAL CRITERIA FOR ELIGIBILITY.</b>
7.1	The Bidder should have
(i)	Should have satisfactorily completed during the last Seven years ending last day of month previous to the one in which tender are invited.



	(ii)	Three similar works each costing not less than <b>Rs.63.00 Lac</b> or two similar works each of costing not less than <b>Rs.94.00 Lac</b> or one similar work of costing not less than <b>Rs.125.00 Lac</b>
		'Similar work shall mean "supply and installation of office furniture" The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum: calculated from the date of completion of the work to the last date of submission of bid.
	7.2	Firm(s)/Contractors against whom any criminal proceedings are pending in any court of law relating to any project executed by the firm, shall not be considered for qualification. Further eligible similar works has/have been got executed by the Firm(s)/Contractors through another contractor on back to back basis shall not be considered for qualification.
		At the time of submission of bid, contractor uploads Income tax returns and balance sheets duly audited/verified by the Chartered Accountant & Profit/Loss statement during the last three years ending 31st March of the previous year duly signed by the CA.
8.0	<b>VALUATION CRITERIA</b>	
8.1	The details submitted by the Bidders will be evaluated in the following manner : The initial criteria prescribed in para 7.1 to 7.2 above in respect of experience of similar class of works completed.	
8.2	Even though any Bidder may satisfy the above requirements, he would be liable to disqualification if he has :	
	a)	Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
	b)	Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/ weaknesses etc.
9.0	<b>LETTER OF TRANSMITTAL</b>	
	The Bidder should submit the letter of transmittal attached with document.	
10.0	<b>OPENING OF PRICE BID</b>	
	The financial bids of only the eligible bidders shall be opened at the notified time, date and place in the presence of the qualified bidders or their representative. The tenders for the work shall remain open for acceptance for a period of 75 (Seventy Five) days from the last day of receipt of technical bid.	
11.0	<b>AWARD CRITERIA</b>	
11.1	The employer reserves the right, without being liable for any damages or obligation to inform the bidder, to:	
	a)	Amend the scope and value of contract to the bidder.
	b)	Reject any or all of the applications without assigning any reason.
11.2	Any effort on the part of the bidder or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.	



---

## SECTION - II

# Forms and Annexure



**BASIC INFORMATION**

Sl.	Particulars (Please enclose supporting documents)	
1	Name of the company and their authorized dealers, firms, agencies	
2	Type of Organization - Whether Proprietorship, Partnership etc. (Please enclose related documents)	
3	Name of the Proprietor/ Partners/ Directors in the organization	
4	Details of Registration (Firm, Company etc.)(Registering Authority, Date, Number etc.	
5	Experience in the respective field of work (Please enclose supporting documents)	
6	a) Registered office address and telephone no.	
	b) Mail address/ Mobile No.	
	c) Office address through which the work will be handled in Chandigarh	
7	PAN NO.	
8	GST No.	
9	Certificate from International organization for standardization (ISO) in manufacturing of office furniture items	
10	Indicate if involved in any litigation, arbitration or any civil suit pending in any of the works executed during last 7 years/ being executed. If yes, please furnish the name of the project & employer, nature of work, contract value, work order and date & brief details of litigation. Attach a separate sheet, if required	
11	Kindly mention along with relevant details, if your firm/ agency/ company is blacklisted/ debarred by any Government agency	

Certificate:-

It is certified that the information given in the enclosed eligibility bids are correct. It is also certified that I/we shall be liable to be debarred, disqualified/ cancellation of enlistment in case of any information furnished by me /us found to be incorrect.

Enclosures:

Seal of bidder  
Date of submission

SIGNATURE(S) OF BIDDER(S)

  
EE-II



Form-A

**LETTER OF TRANSMITTAL**

From:

To

Executive Engineer-II  
Chandigarh Housing Board,  
Chandigarh.

**Sub:** Submission of Bid for the work Supply & Installation of Office Furniture Work Stations etc., at CHB Office Building Block-B Sector 9-D Chandigarh

Sir/Madam

Having examined the details given in Press Notice and Bid document for the above work, I / we hereby submit the documents related with the Eligibility Criteria & other relevant information and Financial Bid.

1. I / we have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
2. I / We also authorize Executive Engineer C.H.B. to approach individuals, employers, firms and corporation to verify our competence and general reputation.
3. I / We certify that there are no criminal proceedings pending/ ongoing in any court of law regarding any construction work/project executed by me/us. I/We also certify that all the documents and information submitted with the tender/Bid are 'True' & I/We stands fully responsible as per law for their genuineness and correctness.
4. I/ We submit the requisite certificates in support of our suitability, technical know how and capability for having successfully completed the following works:-

Sr. No.	Name of work/ Project and location	Owner or sponsoring organization	Reference of performance certificate
1			
2			
3			
4			
5			

Certificate:-

It is certified that the information given in the enclosed eligibility bids are correct. It is also certified that I/we shall be liable to be debarred, disqualified/ cancellation of enlistment in case of any information furnished by me /us found to be incorrect.

Enclosures:

Seal of bidder

Date of submission

SIGNATURE(S) OF BIDDER(S)

EE-II







FORM 'C'

PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "B"

1.	Name of work/Project & Location	
2.	Agreement No.	
3.	Estimated Cost	
4.	Tendered Cost i. Allotted Amount ii. Actual completed cost	
5.	Date of Start	
6.	Date of completion	
(i)	Stipulated date of completion	
(ii)	Actual date of completion.	
7.	a) Whether case of levy of compensation for delayed has been decided or not. b) if decided, amount of compensation levied for delayed completion if any.	
8.	Performance Report	
	1) Quality of Work	Outstanding/Very Good/ Good / Poor
	2) Financial soundness	Outstanding/Very Good/ Good / Poor
	3) Technical Proficiency	Outstanding/Very Good/ Good / Poor
	4) Resourcefulness	Outstanding/Very Good/ Good / Poor
	5) General behavior	Outstanding/Very Good/ Good / Poor

Dated:

Executive Engineer or Equivalent

  
EE-II



ANNEXURE-I

SPECIMEN PROFORMA FOR THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ALONGWITH OTHER DOCUMENTS.

(On Judicial Stamp paper duly attested by 1st class Magistrate or Notary Public)

I, \_\_\_\_\_ S/o Sh. \_\_\_\_\_ authorized representative of \_\_\_\_\_ with its office at \_\_\_\_\_ solemnly affirm and declare as under on behalf of the firm:-

- 1. I/We in the name and style of \_\_\_\_\_ submitted bid for Supply & Installation of Office Furniture Work Stations etc.. at CHB Office Building Block-B Sector 9-D Chandigarh
2. The undersigned hereby certify that there are no criminal proceedings pending/ ongoing in any court of law regarding any construction project executed by me/us.
3. The undersigned hereby certify that all the documents and information submitted with the tender/Bid are 'True' & I/We stands fully responsible as per law for their genuineness and correctness.
4. I/we undertake and confirm that the eligible similar works has/have not been got executed through another contractor on back to back basis. Further that if such a violation comes to the notice of the department then I/we shall be debarred for tendering in CHB in future forever. Also if, such a violation comes to the notice of the department before the date of start of work then the CHB shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee deposited.

Place: \_\_\_\_\_
Dated: \_\_\_\_\_

Authorized Signatory of firm/Deponent

VERIFICATION:

I the above named signatory/deponent do hereby solemnly affirm & declare that the contents of this affidavit are true to the best of my knowledge & nothing has been concealed therein.

Place: \_\_\_\_\_
Dated: \_\_\_\_\_

Authorized Signatory of firm/Deponent

[Signature]
EE-II



ANNEXURE-II

**FORMAT FOR POWER OF ATTORNEY- by all individual Applicants**

(on judicial Stamp paper duly attested by First Class Magistrate/Notary)

Dated: \_\_\_\_\_

**To whomsoever it may Concern**

Know all men by these presents, we \_\_\_\_\_ (name and registered office address of the Applicant) do hereby constitute, appoint and authorize Mr. \_\_\_\_\_ (Name of the Person(s)), domiciled at \_\_\_\_\_ (Address), acting as \_\_\_\_\_ (Designation and the name of the firm), as Authorized Signatory and whose signature is attested below, as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our request for qualification of work \_\_\_\_\_, including signing and submission of all documents and providing information and responses to clarifications/enquiries etc. as may be required by CHB and signing of agreement if awarded the said work.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For \_\_\_\_\_

(Signature)

(Name, Title and Address)

Accept

(Attested signature of Mr. \_\_\_\_\_)

(Name, Title and Address of the Attorney) \_\_\_\_\_

**Notes:**

- To be executed by the Applicant
- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
- Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a resolution / power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executant(s)

ANNEXURE-III

ON NON-JUDICIAL STAMP PAPER OF MINIMUM RS.100/-

(Guarantee offered by Bank to CHB in connection with the execution of contracts)

**Form of Bank Guarantee for Earnest Money Deposit /performance Guarantee/Security  
Deposit/Mobilization Advance**

1. Whereas the Executive Engineer- II (name of division) on behalf of the Chairman, Chandigarh Housing Board (hereinafter called the 'the Board') has invited bids under .....(NIT number)..... dated for..... (name of work). The Board has further agreed to accept irrevocable Bank Guarantee for Rs. .... (Rupees ... only) valid upto .....(date)\*..... as Earnest Money Deposit from ..... (name and address of contractor) '.....'....., (hereinafter called "the contractor") for compliance of his obligations in accordance with the terms and conditions of the said NIT.  
OR\*\*  
Whereas the Executive Engineer - II (name of division) on behalf of the Chairman, Chandigarh Housing Board (hereinafter called the 'the Board') has entered into an agreement bearing number with .....(name and address of the contractor) ..... (hereinafter called "the contractor") for execution of work..... (name of work) ..... The Government has further agreed to accept an irrevocable Bank Guarantee for Rs. .... (Rupees ... only) valid upto....(date)..... as Performance Guarantee/security Deposit/Mobilization Advance from the said Contractor for compliance of his obligations in accordance with the term and conditions of ther agreement.
2. We, \_\_\_\_\_ (indicate the name of the bank) \_\_\_\_\_ (herein after referred to as "the Bank"), hereby undertake to pay to the Government an amount not exceeding Rs. \_\_\_\_\_ /- (Rupees \_\_\_\_\_ only) on demand by the Government within 10 days of the demand.
3. We, \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ do here by undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_ /- (Rupees \_\_\_\_\_ only).
4. We, \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_, further undertake to pay the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor in any suit or proceeding pending before any court or Tribunal, our liability under this Bank Guarantee being absolute and unequivocal. The payment so made by us under this Bank Guarantee shall be a valid discharge of our liability for payment there under and the contractor shall have no claim against us for making such payment.
5. We, \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ further agree that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligation here under to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension, being granted to the said contractor or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. We, \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ further agree that the Government at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor at the first instance without proceeding against the contractor and notwithstanding any security or other guarantee the Government may have in relation to the Contractor's liabilities.



7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.
8. We, \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_, undertake not to revoke this guarantee except with the consent of the Government in writing.
9. This Bank Guarantee shall be valid up to \_\_\_\_\_, unless extended on demand by the Government. Notwithstanding anything mentioned above. Our liability against this guarantee is restricted to Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) and unless a claim in writing is lodged with us within the date of expiry or extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Date \_\_\_\_\_

Witnesses:

1. Signature \_\_\_\_\_  
Name and address \_\_\_\_\_

Authorized signatory  
Name  
Designation  
Staff code no.  
Bank seal

2. Signature \_\_\_\_\_  
Name and address \_\_\_\_\_

  
EE-II



ANNEXURE-IV

To, The Bidder.....  
.....

Subject: NIT No. .... for the work Supply & Installation of Office  
Furniture Work Stations etc. at CHB Office Building Block-B Sector 9-D Chandigarh

Dear Sir,

It is here by declared that CHB is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the CHB.

Yours faithfully

Executive Engineer-II

  
EE-II



ANNEXURE-IV -A

Integrity Pact

To,  
Executive Engineer-II,  
Chandigarh Housing Board  
Chandigarh

Sub: Submission of Tender for the work Supply & Installation of Office Furniture Work Stations etc  
at CHB Office Building Block-B Sector 9-D Chandigarh

Dear Sir,

I/We acknowledge that CHB is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by CHB. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, CHB shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully

(Duly authorized signatory of the Bidder)

EE-II



ANNEXURE-IV -B

To be signed by the bidder and same signatory competent/ authorised to sign the relevant contract on behalf of CHB.

INTEGRITY AGREEMENT

This Integrity Agreement is made at ..... on this ..... day of ..... 20.....

**BETWEEN**

Chairman, Chandigarh Housing board represented through Executive Engineer-II, Chandigarh Housing Board, 8- Jan Marg Sector-9 Chandigarh (Hereinafter referred as the '**Principal/Owner**', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

**AND**

.....  
(Name and Address of the Individual/firm/Company)

through ..... (Hereinafter referred to as the (Details of duly authorized signatory)

"**Bidder/Contractor**" and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

**Preamble**

WHEREAS the Principal / Owner has floated the Tender (NIT No. ....) (hereinafter referred to as "**Tender/Bid**") and intends to award, under laid down organizational procedure, contract for Supply & Installation of Office Furniture Work Station Items at CHB Office Building Block-B Sector 9-D Chandigarh hereinafter referred to as the "**Contract**".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/ transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "**Integrity Pact**" or "**Pact**"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

**Article I: Commitment of the Principal/Owner**

- 1) The Principal/ Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
  - a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
  - b) The Principal/Owner will, during the Tender process, treat all Bidder(s), with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
  - c) The Principal/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.





- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

**Article 2: Commitment of the Bidder(s)/Contractor(s)**

- 1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of **fraud or corruption or Coercion or Collusion** of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
- a) The Bidder(s)/ Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/ Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.
  - b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
  - c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
  - d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
  - e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a **willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.**
- 5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).



### **Article 3: Consequences of Breach**

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

- 1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. **Such exclusion may be forever or for a limited period as decided by the Principal/Owner.**
- 2) **Forfeiture of EMD/Performance Guarantee/Security Deposit:** If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/ Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

### **Article 4: Previous Transgression**

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

### **Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors**

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/ sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

### **Article 6- Duration of the Pact**



This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 24 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, CHB.

**Article 7- Other Provisions**

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Head quarters of the Division of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing, Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid: the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intensions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

**Article 8- LEGAL AND PRIOR RIGHTS**

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contract documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following

witnesses:

.....  
(For and on behalf of Principal/Owner)

.....  
(For and on behalf of Bidder/Contractor)

WITNESSES:

1. ....  
(signature, name and address)

2. ....  
(signature, name and address)

Place:

Dated :





---

**PART-III**

**FINANCIAL BID**

**Special Conditions and other  
related documents for  
submission of Financial Bid**





---

## INSTRUCTIONS FOR CONTRACTORS

1. Tender to be witnessed at page No. 39-40 of Tender Documents.
2. The tender/ tenders containing conditions contrary to those specified in this document shall be summarily rejected.
3. In Schedule - 'A' appended to the Tender Documents, item rate must be filled both in words and figures. Accordingly, the overall quoted amount of the tender should be worked out.
4. The contractor(s) shall quote the rates inclusive of GST keeping in mind special contract conditions and particular specifications enshrined under the Bid Document etc.



**PART- A**

**FORM- 7**



**CHANDIGARH HOUSING BOARD**

STATE	U.T. Chandigarh	CIRCLE	I
BRANCH	Civil	DIVISION	II. CHB
ZONE	Chandigarh	SUB DIVISION	I

**PERCENTAGE RATE TENDER & CONTRACTS FOR WORKS**

A. **Tender for the work** Supply & Installation of Office Furniture Work Stations etc., at CHB Office Building Block-B Sector 9-D Chandigarh

- To be submitted by 11:00 Hours on ~~30.07~~ 2021 to Supdt. Admn., CHB.
- To be opened in presence of tenderers who may be present at 1130 Hours on 30.07-2021 in the office of Executive Engineer-II, Chandigarh Housing Board, Chandigarh.

Downloaded by \_\_\_\_\_ (contractor)

**TENDER**

I/We have read and examined the notice inviting tender, schedule, A, B, C, D, E & F. Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions, Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the Chairman, CHB within the time specified in Schedule 'F', viz., schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule-I of General Rules and Directions and in Clause 11 of the Conditions of contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

We agree to keep the tender open for **Seventy Five (75) days** from the last day of receipt of technical bid and not to make any modifications in its terms and conditions.

*A sum of Rs.3,13,000/- is hereby deposited by bank-to-bank transfer using SBI MOPS or RTGS/ NEFT transfer through <https://etenders.chd.nic.in> portal. A copy of UTR No/ Transaction slip is scanned & uploaded.* If I/we, fail furnish the prescribed performance guarantee within prescribed period, I/we agree that the said Chairman, CHB or his successors in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said Earnest Money absolutely. Further, if I/we fail to commence work as specified, I/we agree that Chairman, CHB or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said Performance Guarantee absolutely, otherwise the said Performance Guarantee shall be a Guarantee to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision in the agreement.

Further, I/We agree that in case of forfeiture of Earnest Money or Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I/we undertake and confirm that the eligible similar works has/have not been got executed through another contractor on back to back basis. Further that if such a violation comes to the notice of the department then I/we shall be debarred for tendering in CHB in future forever. Also if, such a violation comes to the notice



of the department before the date of start of work then the Engineer-in-charge shall be free to forfeit the entire amount of Earnest Money/ Performance Guarantee.

I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information derived there from to any person other than a person to whom I/we am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

**Signature of the contractor**

Postal Address

Dated \_\_\_\_\_

Witness: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_





**ACCEPTANCE**

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Chairman, Chandigarh Housing Board, for a sum of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_)

The letters referred to below shall form part of this contract Agreement--

- a)
- b)
- c)

For & on behalf of the Chairman,  
Chandigarh Housing Board  
Chandigarh.

Signature

Dated

Designation



**Milestone Programmer**

(In Physical Terms/Financial Terms)

S. No.	Description of Milestone (Physical)	Period of completion from date of start in days	Time allowed (from date of start)	Amount to be with-held in case on non achievement of respective milestone.
1.	<b>SUPPLY &amp; INSTALLATION OF OFFICE FURNITURE ITEMS AT CHB OFFICE BUILDING SECTOR 9-D CHANDIGARH</b>		<b>02 months (60 Days)</b>	
	(1) L- SHAPED WORK STATIONS 1500 X 1500 MM (2) PLUS CLUSTER (3) L SHAPED WORKSTATION'S STORAGE			
	First & Second Quarter	<b>30 Days</b>		
	Supply	<b>50%</b>		<b>2% of the tender value</b>
	Fixing	<b>35%</b>		
	Third Quarter	<b>45 Days</b>		
	Supply	<b>100%</b>		<b>2% of the tender value</b>
	Fixing	<b>65%</b>		
	Fourth Quarter	<b>60 Days</b>		
	Fixing complete in all respect.	<b>100%</b>		<b>1% of the tender value</b>

**Note: -Maximum of 5% of the value of the accepted tender**

  
EE-II



# Part B

## I - General / Specific Conditions, Specifications

---

EE-II



## General/Specific Conditions as applicable.

### 1.0 General

- 1.1 Except for the items, for which Particular Specifications are given or where it is specifically mentioned otherwise in the description of the items in the schedule of quantities, the work shall generally be carried-out in accordance with the "CPWD specifications/IS codes.
- 1.2 Any reference made to any Indian Standard Specifications. shall imply to the latest version of that standard, including such revisions / amendments as issued by the Bureau of Indian Standards up to last date of receipt of tenders. The Contractor shall keep at his own cost all such publications including relevant Indian Standard applicable to the work at site.
- 1.3 Samples including brand/ quality of materials and fittings to be used in the work shall be got approved from the Engineer-in-Charge, well in advance of actual execution and shall be preserved till the completion of the work.
- 1.4 The contractor, his agents/ representative, workman etc. shall strictly observe orders pertaining to fire precautions prevailing in the area.
- 1.5 Contractor shall take all precautionary measure to avoid any damage to adjoining property. All necessary arrangement shall be made at his own cost.
- 1.6 The contractor shall take all precautions to avoid accidents by exhibiting necessary caution boards, red lights and providing barriers. He shall be responsible for all damages and accidents caused due to negligence on his part.
- 1.7 The work shall be carried out in accordance with the Architectural drawings to be issued from time to time or any other instruction, by the Engineer-in-Charge. Before commencement of any of work, the contractor shall correlate all the relevant architectural issued for the work, nomenclature of items. Specifications etc. and satisfy himself that the information available there from is complete and unambiguous. The figures & the written dimensions of the drawing shall supersede the measurement by scale. The discrepancy, if any, shall be brought to the notice of the Engineer-in-Charge for immediate decision before execution of the work. The contractor alone shall be responsible for any loss or damage occurring by the commencement of work on the basis of any erroneous and/ or incomplete information and no claim, whatsoever shall be entertained on this account.

The work is to be carried out in accordance with drawings, specifications, the schedule of quantities and any further drawings, which may be supplied, or any other instruction, which may be given by the Employer during the execution of the work

In case any detailed Working Drawings are necessary bidder shall prepare such detailed drawings and / or dimensional sketches therefore and have it confirmed by the Engineer-in-Charge as case may be prior to taking up such work.

The bidder shall ask in writing for all clarifications on matters occurring anywhere in drawings, specifications and schedule of quantities or to additional instructions at least 10 days ahead from the time when it is required for implementation so that the Engineer-in-Charge may be able to give decision thereon.

### 1.8 Basic rate:

Bidder will have to submit the latest list price duly authenticated by manufacturer with his bill. CHB will have right to verify the same. Purpose of basic rate is to provide the bidder an indication of the quality expected. This is derived from latest list price of model and make of furniture confirming to specifications indicated in the bid document.

  
EE-II



The quoted rate shall include the cost of all minor/sundry items to make it functional. Original GST INVOICE of all the items shall be produced to CHB for verification.

- 1.9 The Architectural drawings other than those indicated in nomenclature of items are only indicative of the nature of the work and materials/fittings involved unless and otherwise specifically mentioned.
- 1.10 Other agencies may also simultaneously execute and install the works and the contractor shall afford necessary facilities for the same.
- 1.11 The contractor shall conduct his work, so as not to interfere with or hinder the progress or completion of the work being performed by other contractor(s) or by the Engineer-in-Charge and shall as far as possible arrange his work and shall place and dispose off the materials being used or removed so as not to interfere with the operations of other contractor or he shall arrange his work with that of the others in acceptable and coordinated manner and shall perform it in proper sequence to the complete satisfaction of others.
- 1.12 All material shall only be brought at site as per program finalized with the Engineer-in-Charge. Any pre-delivery of the material not required for immediate consumption shall not be accepted and thus not paid for.
- 1.13 The contractor shall procure the required materials in advance so that there is sufficient time for testing of the materials and approval of the same before use in the work.
- 1.14 The contractor shall be responsible for the watch and ward / safety of all fittings and fixtures provided by him against pilferage and breakage during the period, of installations and thereafter till items/articals physically handed over to the department. No extra payment shall be made on this account.
- 1.15 The contractor shall be fully responsible for the safe custody of materials brought by him/ issued to him even though the materials may be under double lock key system.
- 1.16 For construction works which are likely to generate malba / rubbish to the tune of more than a tempo / truck load, contractor shall dispose of malba, rubbish & other unserviceable materials and wastes at his own cost to the notified specified dumping ground and under no circumstances these shall be stacked / dumped even temporarily, outside the construction premises.
- 1.17 The rates for all items of work shall unless clearly specified, include the cost of labour, materials and other inputs involved in the execution of the items.
- 1.18 As per provision of contract labour (Regulation & abolition (Act) 1970, the agency shall obtain license for employing labour on the work before commencement of work and shall also display a copy of the same at the premises where the contract work is being carried out.
- 1.19 As per instructions of the Excise and Taxation Officer, UT, Chandigarh contractors who are engaged in contract work in UT, Chandigarh are liable for registration under the provision of Punjab General Sales Tax Act 1948 as applicable in UT, Chandigarh. For non compliance they are liable to penal action under the above said Act.
- 1.20 The contractor shall responsible for the implementation of all the provisions under **Rule 4 of Chandigarh Municipal Corporation (Sanitation and Public Health) Bye Laws, 1999** and bear all the fines, penalties and prosecutions in case of failures. CHB reserves the right to recover any damages/penalties imposed from the payments due to the contractor.
- 1.21 In case the lowest tendered amount (estimated cost + amount worked on the basis of percentage above/below) of two or more contractors is same, such lowest contractors will be asked to submit sealed revised offer in the form of, letter mentioning percentage above/ below on



estimated cost of tender including all sub sections/sub heads as the case may be, but the revised percentage quoted above/below on tendered cost or on each sub section/ sub head should not be higher than the percentage quoted at the time of submission of tender. The lowest tender shall be decided on the basis of revised offers.

In case any of such contractor refuses to submit revised offer, then it shall be treated as withdrawal of his tender before acceptance and 50% of earnest money shall be forfeited.

If the revised tendered amount of two more contractors received in revised offer is again found to be equal, the lowest tender, among such contractors, shall be decided by draw of lots in the presence of SE of the circle, or CE CHB, EE(s) in-charge of major & minor component(s) (also DDH in case Horticulture work is also included in the tender), & the lowest contractors those have quoted equal amount of their tenders.

In case all the lowest contractors those have quoted same tendered amount, refuse to submit revised offers, then tenders are to be recalled after forfeiting 50% of EMD of each contractor.

Contractor(s), whose earnest money is forfeited because of non-submission of revised offer, shall not be allowed to participate in the re-tendering process of the work.

- 1.22 The competent authority on behalf of CHB reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
- 1.23 The Board reserves its right to bifurcate the work between one or more agencies and further reserves its right to withdraw a part of a work of a particular item at any stage during the execution of work without prejudice to the right of the Board to recover, liquidated damages under various provisions of the contract agreement.
- 1.24 The quantities of various items can be increased or decreased at any stage unless and otherwise specified. No claim on account of such changes will be entertained. However the payment to the contractor under running/final bills shall be governed by actual quantities of the various items executed at site at the rate quoted by the agency.
- 1.25 The contractor shall be liable for and shall also indemnify the CHB and its employees against all liabilities, losses, claims, demands, proceeding, damages, costs, charges and expenses and further agrees to defend, indemnify and hold the Board and its employees harmless from any penalty whatsoever in respect of any injury or damage to any property of to personals during the execution of work or by the action of any central or state or local authority for violation by the contractor or sub-contractor engaged on the work.
- 1.26 The work during its progress and subsequently at any stage shall be open for Inspection by Third Party/Quality Assurance Independent Agency appointed by CHB for Technical Examination/Audit, on behalf of Engineer-In Charge and agency shall be responsible for compliance of the observation raised by it and including any compliance /recovery proposed thereof. In case of non compliance in 15 days further payment would be stopped.
- 1.27 **Supply of Water and Electric Power:** Unless otherwise provided elsewhere in the Contract, the Contractor shall be responsible for making arrangements at his own cost for obtaining supply of water and/or electrical power, necessary for the execution of the works and during defect liability period. The cost of making necessary arrangements to the Engineer's distribution system and laying of necessary pipe line, specials, valves, meters etc. for water supply or the laying of underground/overhead conductor, circuit protection, electric power meters and transmission structures in case of electric power shall be borne by the Contractor. **The Contractor shall also bear the running cost of water and power supplied.**
- 1.28 **The agency shall deposit EPF Contributions directly to RPFC on the stipulated dates and shall submit on regular basis proof of satisfactory compliance of the provisions of 'EPF &**



- Miscellaneous Provisions Act, 1952'. The agency shall obtain inspection report for compliance from inspector RPFC office for the period of the contract for this work and shall submit to CHB as a proof of EPF contribution after which the security shall be released.**
- 1.42.1** The contractual agency shall submit the copies of the monthly challans duly paid in respect of EPF contribution of labour deployed at site by 10th of succeeding month, otherwise no running payment will be released.
- 1.42.2** For non compliance of conditions 1.41 to 1.42.2 above, a penalty shall be levied @ Rs.1000/- for each default per day.
- 1.29 In addition to the conditions laid down in the 'General Condition of Contract Document of Chandigarh Housing Board' for release of security deposit, the contractor shall have to make compliance of the following:-
- (i) To submit clearance from the RPFC regarding making compliance of the provisions of the EPF Act or otherwise as specified in the 'Tender Document'
  - (ii) To produce no due certificate from Electricity department.
- 1.30 Deduction on account of Income Tax shall be made at the rate prescribed by law from the gross payment due to the contractor in accordance with section 194 C of Income Tax Act 1961, in force.
- 1.31 For the materials other than mentioned in the list of the approved makes in this Document, preference will be given to the ISI marked materials.
- 1.32 The items for which more than one Make/Brand has been specified in the list of 'Approved Makes' in the document and if during execution of the work, for some reason or the other, it is found that only one make remains available in the market, the Chief Engineer, CHB shall be competent to approve other makes of equivalent quality for such The items of work. His decision in this regard shall be final & binding on the part of the contractor.
- 1.33 The rates should be inclusive of cost of material, machinery, fuel, lubricant & labour complete and shall be firm and nothing extra shall be payable over and above.
- 1.34 Nothing extra shall be paid for any local carriage and re-handling of material irrespective of lead and lift.
- 1.35 All T&P required for the labour will have to be arranged by the agency.
- 1.36 The bidder shall provide everything necessary for the proper execution of the work according to the intent and meaning of the drawings, schedule of quantities and Specifications taken together whether the same may or may not be particularly shown Or described therein provide that the same can reasonably be inferred there from and if The contractor finds any discrepancies therein he shall immediately and in writing, Refer the same to the Engineer-in-Charge whose decision shall be final and binding.
- 1.37 The bidder shall engage necessary qualified person for 'supply and installation of office furniture etc.' for full time supervision of site at his cost during the execution of the work for attending to day to day affairs. He shall keep record of daily work schedule and keep inform the progress to the Engineer-in-Charge on daily basis till completion of project.



- 1.38 The test certificate from Factory/Test Lab will be supplied by the agency along with each consignment of material for work. The department has every right to collect the sample from the site of manufacturing and same can be got tested from the reputed/Govt. Test Laboratories at any time.
- 1.39 No payment will be made to the contractor for damage caused by flood, rain, local disturbance, war, epidemic or either natural calamities during execution of work and no such claim on this account will be entertained.
- 1.40 Any material left at the site one month after completion of work shall be become the property of the department and no payment shall be made to the contractor for the material.\*
- 1.41 The provision of labour shall have to be made available on requisition in time as per exigencies of work. Any undue delay in the matter will be considered as breach of contract and will be dealt accordingly. The executing agency shall immediately provide a substitute in the event of any person leaving the job due to his/her personal reasons. In case on, requisition, labour is not provided within a period of six working days, an amount of Rs.500/-per day per labour will be deducted from the amount payable to the executing agency.
- 1.42 The claims in bills regarding wages/ salary, Employees state Insurance, Provident Fund, EDLI etc. should be necessarily accompanied with documentary proof pertaining to the concerned month bill. A requisite portion of the bill/whole of the bill amount shall be held up till such proof is furnished at the discretion of CHB.
- 1.43 The executing agency shall maintain all statutory registers under the applicable law. The executing agency shall produce the same, on demand, to the concerned authority of Chandigarh housing Board or any other authority under law.
- 1.44 In case, the executing agency fails to comply with any statutory/ taxation liability under appropriate law, and as a result thereof the Chandigarh Housing Board is put to any loss/obligation, monetary or otherwise, the Chandigarh Housing Board will be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the agency, to the extent of the loss or obligation in monetary terms.

**2.0 Unless otherwise specified in the schedule of quantities, the rates for respective items shall be all inclusive and apply to the following: -**

- i. The rates quoted by the applicants in the Financial Bid should be inclusive of GST and all other taxes/levies and Cess as per Building & other construction Workers Welfare Cess ACT 1996 as extended to Chandigarh vide notification dated 17.09.2009. Nothing extra on this account shall be paid.  
Further, the ESI and EPF contributions on the part of employer in respect of this contract shall be paid by the contractor. These contributions on the part of the employer paid by the contractor shall be reimbursed by the Engineer-in-charge to the contractor on actual basis.
- ii. All lifts & all heights, floors including terrace, leads and depths.
- iii. All labour, material, tools and plants and other inputs involved in the execution of the item.
- iv. Any of the conditions and specifications mentioned in the tender documents.
- v. Any legal or financial implications, if any.
- vi. Performance test of the entire installation(s) before the work is finally accepted.
- vii. All incidental charges for cartage, storage and safe custody of materials brought to site.

**3.0 TESTING OF MATERIALS**





- 3.1 All the works specified and provided for in the specifications or which may be required to be done in order to perform and complete any part thereof shall be executed in the best and most workman like manner with materials of the best and approved quality of the respective kinds in accordance with the particulars contained in and implied by the specifications and as represented by the drawings or according to such other additional particulars, and instructions as may from time to time be given by the Engineer-in-Charge during the execution of the work and to his entire satisfaction.
- 3.2 All mandatory tests shall be carried out as per specifications. If required by the Engineer-in-Charge, the contractor shall have to carry out tests on materials and workmanship in approved materials testing laboratories or as prescribed by the Employer / Architects at his own cost to prove that the materials etc., under test conform to the relevant I.S Standards or as specified in the specifications. No extra payment on this account shall in any case be entertained.
- 3.3 All the materials (except where otherwise described) stores and equipment required for the full performance of the work under the contract must be provided through normal channels and must include charges for import duties and other charges and must be the best of their kind available and the contractors must be entirely responsible for the proper and efficient carrying out of the work. The work must be done in the best workmanlike manner. Samples of all materials to be used must be submitted to the Engineer-in-Charge when so directed by the Engineer-in-Charge and written approval from Engineer-in-Charge must be obtained prior to placement of order.
- 3.4 Any damage (during constructions) to any part of the work for any reasons due to rain, storm or neglect of contractor shall be rectified by the bidder in an approved manner at no extra cost.
- 3.5 Should the work be suspended by reason of rain, strike, lockouts or any other cause, the contractor shall take all precautions necessary for the protection of work and at his own expenses shall make good any damage arising from any of these causes.
- 3.6 The contractor shall cover up and protect from damage, from any cause, all new work and supply all temporary doors, protection to windows, and any other requisite protection for the execution of the work whether by himself or special tradesmen or sub-contractor and any damage caused must be made good by the contractor at his own expenses.
- 3.7 The contractor under this contract binds himself to use first class materials. Quality of workmanship shall be of the highest order befitting the nature of the project. All work not up to the standard shall be summarily rejected and the Contractor will be required to dismantle the defective work and redo the work at his own cost and risk. The decision of the employer regarding the quality/standard of workmanship shall be final and binding on the contractor.
- 3.8 Bidder shall procure all factory made materials for the work from manufacturer or authorized dealers directly. Time is the essence of the contract. Acceptance of the completion date by the contractor shall mean that he has taken into consideration the availability of all material of approved make and quality in sufficient quantities at site to enable him to complete the entire work in the stipulated period.
- 3.9 The contractor will get sample of all materials approved by the Engineer-in-Charge before placing order / purchase / procurement. They shall conform to I.S. codes and or tender specification as applicable.
- 3.10 For all materials the bidder shall quote for the best quality of the materials of approved make / source or supply and it will be got approved by Engineer-in-Charge before procurement.



- 3.11 For certain items, if frequency of tests is neither mentioned in the CPWD specifications & BIS, then tests shall be carried out as per decision of Engineer-in-Charge.
- 3.12 For all kind of Workstations tests for Concentrated Functional Load Test, Concentrated Proof Load Test, Static Load Test, Top Load case Test, panel stability test are required to be conducted. The Sample to be sent to third party inspection testing lab and the cost shall be borne by the vendor. The bidder should submit test reports of item quoted in tender, the said test to be performed in house laboratory of bidder and same should be accredited by NABL.
- 3.13 Parameter for various test results area as under:-
- Concentrated Functional Load Test - 91kg. Load on top for 01 Hour (To evaluate the ability of work surface to withstand static loads to which they may be subjected when in use)
- Concentrated Proof Load Test - 136 kg. for 15 Minutes ( this test is pertaining to access concentrated load being applied on the table while in use, the table )
- Static Load test - 91 kg UDL Load on Top for 07 Days ( To understand permanent deformation of product under uniform distributed load)
- Top Load case Test - 91 kg Load for 10,000 cycles (To evaluate the durability of the desk to withstand cyclic loading of the top)
- Panel Stability Test :- A load of 36 kg is raised to a certain angle and then released towards the panel so that it has an impact. ( To evaluate the stability of the panels and the configuration)

#### 4.0 SECRECY

- 4.1 The contractor shall take all steps necessary that all persons employed on any work in connection with the contract have notice that the Indian Official Secrets Act 1923 applies to them & will continue so to apply even after the execution of such works under the contract.
- 4.2 The contract is confidential and must be strictly confined to the contractor's own use (except so far as confidential disclosure to sub-contractors or suppliers as necessary) and to the purpose of the contract.
- 4.3 All documents, copies thereof & extracts there from furnished to the contractor shall be returned to the Engineer-in-Charge on the completion of the work/works or the earlier determination of the contract.

#### 5.0 PROGRAM CHART: -

- 5.1 The Contractor shall prepare an integrated program chart in MS project/ Primavera software for the execution of work, showing clearly all activities from the start of work to completion, with details of manpower, equipment and machinery required for the fulfillment of the program within the stipulated period or earlier and submit the same for approval of the Engineer-in-Charge within 15 days of the issue of letter of commencement of work.
- 5.2 The work has to be completed in stages as indicated in the Milestones under **Schedule 'F'** and the program should be prepared in such a manner to achieve these Milestones as indicated therein or earlier.
- 5.3 The program chart should include the following:
- Descriptive note explaining sequence of various activities.
  - Network (PERT / CPM / BAR CHART) which will indicate resources in financial terms, manpower and specialized equipment for every important stage.
  - Program for procurement of materials by the contractor.



- d) Program of procurement of machinery / equipments having adequate capacity, commensurate with the quantum of work to be done within the stipulated period, by the contractor.

5.4 If at any time, it appears to the Engineer-in-Charge that the actual progress of work does not conform to the approved program referred above, the contractor shall produce a revised program showing the modifications to the approved program by additional inputs to ensure completion of the work within the stipulated time.

5.5 The submission of revised program or approval by the Engineer-in-Charge of such program or the furnishing of such particulars shall not relieve the contractor of any of his duties or responsibilities under the contract. This is without prejudice to the right of Engineer-in-Charge to take action against the contractor as per terms and conditions of the agreement.

Notwithstanding the fact that the contractor will have to pay to the labourers and other staff engaged directly or indirectly on the work according to the provisions of the labour regulations and the agreement entered upon and/or extra amounts for any other reason.

## 6.0 MEASUREMENT

- (i) As per General Specifications/IS Code.

7.0 TOLERANCES – As per General specifications/ IS Code.

## 8.0 RATES:-

- (i) The rate includes the cost of materials, fuel, lubricant, labour and T&P, including placing, transportation involved in all the operations nothing extra shall be payable over and above.
- (ii) The bidder must include all duties royalties, other taxes or local charges if applicable including GST. No extra claim on this account will in any case be entertained.

## 9.0 ARBITRATION :

- (i) Any dispute of differences arising out of the contract which cannot be amicably settled between the Contractor and the CHB shall be decided as per arbitration rules.
- (ii) For arbitration, the venue shall be CHB. In the event of any dispute arising between CHB and the Contractor in any matter covered by this contract or arising directly or indirectly there from or connected or concerned with the said contract in any manner of the implementation of any terms and conditions of the said contract, the matter shall be referred to Chief Engineer CHB who may himself act as sole arbitrator or may name as sole arbitrator an officer of CHB OUTSIDE of CHB notwithstanding the fact that such officer has been directly or indirectly associated with this contract and the provisions of the Indian Arbitration Conciliation Act, 1996 shall apply to such arbitration.
- (iii) The Contractor expressly agrees that the arbitration proceedings shall be held at Chandigarh.
- (iv) The proceedings of arbitration shall be in English language.
- (v) In case any Contractor wants to take the dispute to a court of law after arbitration award as aforesaid, it is clearly understood that only courts in Chandigarh shall have the Jurisdiction.
- (vi) The Arbitration and Conciliation Act, 1996 shall not be applicable to arbitration under this clause.
- (vii) The award of the Arbitrator shall be binding upon the parties to the dispute. The Parties to the dispute will share equally the cost of arbitration as intimated by the Arbitrator.



## 10.0 EXTENSION

- (i) The date of the completion of the goods/services stipulated in the acceptance of tender should be deemed to be the essence of the contract and the completion must be completed not later than the dates specified therein. Extension in completion period will not be given except in exceptional circumstances. Should, however, deliveries be made after expiry of the contract completion period and accepted by the consignee, such deliveries will not deprive the CHB of the right to recover Liquidated Damages.
- (ii) In case the Contractor fails to supply the goods/services against the order, the same shall be procured from other Contractors at the cost and risk of the Contractor and the excess money will be recovered from any dues of the party.
- (iii) For late deliveries, as liquidated damages, a sum equal to 5% of the price of any goods/services not delivered or total order value in case where part completion is of no use to an CHB, for a week or part of a week subject to maximum limit of 5% of the total order will be recovered from the Contractor. The Institute also reserves the right to cancel the order in such cases and forfeit the EMD/Performance Bank Guarantee and may also debar the Contractor for future purchases.

## 11.0 Security deduction and Performance guarantee:

- (i) Security Deposit (SD): Security deposit @2.5 % of the tender amount shall be deducted from each running/final bill and will be refunded after expiry of guarantee /warranty period in accordance with the terms of the contract.
- (ii) VALIDITY OF PERFORMANCE SECURITY Successful bidder is required to submit Performance Bank Guarantee for a value of 3 % of value of contract with validity up to contract period plus 2 months for final handing over of entire work after expiry of guarantee /warranty period.

## 12.0 Delay in completion penalty:

- (i) Penalty: For delay in completion of work, penalty will be levied @ 1% (one percent) per week or part thereof but limited to a max of 5% (Five percent) of the value of the accepted tender. Penalty shall be deducted at the time of payment.

## 13.0 Drawings

- (i) Agency shall submit all necessary drawings of furniture/equipment with make/model number/ part number etc., installation arrangement with drawings for CHB approval being supplied.

## 14.0 DEFECT LIABILITY/ GUARANTEE /WARRANTY:

- 14.1 Defect Liability/ Guarantee /Warranty period is Two (02) Years. The contractor shall be responsible for removal of all defects in the work during the guarantee/warranty period of 02 years at his own cost and to the satisfaction of the Engineer-in-Charge.
- 14.2 The contractor will also be required to carry out his own inspection during the guarantee/warranty period and attend to any defect taking place during this period.
- 14.3 However, if any failure is noticed during this period which is attributable to poor quality of material and bad workmanship, the contractor will be required to rectify the same at his own cost, failure of which the department will be at liberty to get the defects rectified at the risk & cost of the contractor from any money due to the contractor a sum equivalent to



the cost of amending such work and in the event of the amount retained being insufficient recover that balance from the contractor from the Retention Money together with any expenses the Employer may have incurred in connection therewith.

**15.0 TECHNICAL SPECIFICATIONS OF 'SUPPLY & INSTALLATION OF OFFICE FURNITURE ITEMS'**

**GENERAL**

- 15.1 Testing of materials / works shall be carried out as per latest specification / BIS codes from NABL/ approved test laboratory. The contractor shall carry out all such tests at his own cost & time. The nos. of samples to be submitted for testing and the frequency of testing shall be as specified in the specifications / standards or codes.
- 15.2 All the works shall be carried out in accordance with drawings, specifications, description of item in schedule of quantities or as per the direction of ARCHITECT to his full satisfaction. If the substitution of any approved / specified material and make, due to its non - availability, with an alternative one, becomes necessary, the agency must get specific approval of the same before placing order for purchase of materials.
- 15.3 Providing and operating necessary measuring and testing devices and materials are included in the Contractor's scope of work. The quoted price shall be inclusive of the cost of all such tests, which are required to ensure achievement of specified quality. No separate payment for testing shall be made.
- 15.4 All finished work must be truly vertical & horizontal or in any other plane as specified. The rates quoted by the agency must include the cost for taking necessary measures to achieve it.
- 15.5 Any scaffolding used shall be of double vertical supports and no portion of scaffolding shall touch the wall surface.
- 15.6 The workmanship is to be the best available and of a high standard. Use must be made of special trades men in all aspects of the work and allowance must be made in the rates for so doing. Contractor shall maintain uniform quality and consistency in workmanship throughout.
- 15.7 Any work not conforming to specifications or workmanship shall be rejected and the same shall be rectified or removed and replaced with work of the required standard of workmanship at no extra cost to the employer.
- 15.8 Rates quoted for the items shall be valid for carrying out the item of work at any and/ or all floor heights.
- 15.9 To avoid delay, contractor should submit samples of workstation and side storage along with submission of bid document in physical form. So that the same be evaluated as per specification. If any material, even though approved by Engineer-in-Charge is found defective or not conforming to specifications at a later date shall be replaced / removed by the contractor at his own risk & cost.
- 15.10 IS 303:1989 MR Commercial Plywood. All visible external sides will have 1mm laminate of approved quality and colour. Internal hidden sides will have 0.8mm laminate. All edges to have edge banding.
- 15.11 MDF conforming to IS 14587-1998.
- 15.12 Edge banding to be done of 2mm thick strip of impermeable PVC that is cut to size of board panel and duly pasted with assistance of edge banding machine at 200 degree Celsius.
- 15.13 Buffers have to be provided below at the base of all furniture to avoid scratches on floor.



- 15.14 Injection moulded nylon castors to be used.
- 15.15 Approved 4" stainless steel handles to be used for drawers and shutters.
- 15.16 All screws should be in metal inserts.
- 15.17 All storage units having shutters and drawers shall be operated with the assistance of SS handle, concealed crank hinge and should easily close and open with the assistance of roller channel and ball bearing channel to enable smooth operation.
- 15.18 The vendor will assess and confirm and drawings in relation to the site and execute only after firm confirmation. In case of any discrepancy, it will be brought to the notice of the architect. The vendor will submit shop drawings and samples for all furniture and get them approved from the architect and engineering department CHB.
- 15.19 The images shown in the BOQ are indicative and representative only.

#### **PLYWOOD**

- 15.20 Unless otherwise stated, only BWR / BWP grade plywood boards shall be used. Plywood shall comply with standards and specifications. Face veneers may be either commercial or decorative on both sides or one side commercial and the other decorative. Type of face veneer and grade of plywood boards shall be, as specified.
- 15.21 All loose furniture items brought at site shall be kept in wrappers (polythene) sheets to avoid any damage to the item. All materials to be insect and vermin free.

#### **STORAGE, PROTECTION, DELIVERY & INSTALLATION OF FURNITURE & FURNISHINGS ON COMPLETION**

- 15.22 Wherever and whenever required all items of loose furniture shall be installed in the positions shown on the drawings, during period inspections (if desired by the Owner) and on completion. All expenses towards transportation (cartage etc. shall be borne by the contractor).
- 15.23 The contractor shall provide storage, protection and guard all fixed items and loose items of furniture, textures, fittings and all other furnishing from dust, fire, damp, theft or any other damage until the date of hand over of the completed works.
- 15.24 The contractor shall make his own investigations to guard against local sources of attack and damage and take all necessary precautions for protection. On the completion of the installation of all work the Contractor shall leave all work clean and perfect. Visual Inspection before covering up: - Timber shall be treated with approved wood preservative before use. Before starting the carpenters work, the contractor shall have the rough timber approved by the Owner.

#### **BLOCK BOARDS**

- 15.25 All Block boards and formed boards shall be of specified thickness, uniform in colour texture, finish. They shall comply to IS code and shall bear IS marking.
- 15.26 They shall be pressed with exterior quality phenol formaldehyde resin in hot press. Unless otherwise stated grade I (Exterior grade) block board shall be used for construction. Face veneers shall be commercial on both faces.

#### **MDF BOARDS**

EE-II



- 15.27 MDF of exterior grade with no VOC content shall be used. All MDF board where specified shall be Phenol Formaldehyde bonded and generally conform to IS code and shall bear IS marking.
- 15.28 MDF Boards shall not be used in wet areas such as toilets, bathrooms etc. and location subject to direct water. At every joint of the cladding an expansion gap of 3mm to 6mm should be provided.

#### **PRE-LAMINATED BOARDS**

- 15.29 Pre-laminated boards / high / medium density Fiber boards shall be shall be Phenol Formaldehyde bonded and conforming to IS and shall be with exterior quality adhesive only. Thickness shall be as specified.

#### **DECORATIVE TIMBER VENEER PLY**

- 15.30 Specified thick straight grained matching approved veneers shall be used. The veneer shall be resin bonded & suitable for the intended use the decorative veneer should have attractive appearance due to figure, color, grain, luster etc. The decorative veneer surface shall be selected for figure, texture, color and grain characteristics. All the veneer shall be from one lot and shall be group matched so as to be similar in grain and characters.
- 15.31 Architect's prior approval of the lots is to be obtained before the same is procured. The grains/flowers shall be strictly placed either horizontally or vertically or diagonally and matched as per instructions of the Owner. The decorative veneered surface shall be free from torn grain, dead knots, discoloration and sapwood. Where group match veneers are specified it shall refer to a certain number of decorative matched plywood panels, matching in figure, color and grain as required to form a group to give an overall general effect, the quantity of each group unless mentioned in the schedule shall be restricted to at least one enclosed cabin space, as the case may be. The decorative veneered surfaces with figures shall not be allowed unless specified with schedule. For majority of veneers the contractor shall arrange for selection of finishing material from bulk stocks of the supplier. A joint visit shall be arranged by the contractor along with Architect/Employer for the selection process. This shall have no bearing on the cost to the employer.

#### **LAMINATE SHEETS**

- 15.32 Laminate shall be of the brand, catalogue surface finish, colour as specified and approved by the Architect. All laminates shall be in finish as per design intent unless mentioned otherwise. Laminates shall comply with standards and specifications.
- 15.33 Gypsum board as manufactured by India Gypsum Ltd. Or Saint Gobain and shall confirm to CBRI certification. Board shall be moisture resistant, light weight, strong, durable dimensionally stable, smooth surface finished such that ready to receive directly painting, wall papering etc.
- 15.34 All fittings and fixtures shall be as specified in Schedule of Items or on drawing by Architect. Approved makes only shall be used for respective items. Fittings shall be guaranteed by the manufacturer for its performance.
- 15.35 Adhesives and glue shall be as per IS for exterior quality and water repellent.
- 15.36 Fabric shall be of approved make and shade and fixed with approved adhesive as specified by Architect. Wall fabric shall achieve Class 1 surface spread of flame.

  
EE-II



### **FASTENERS**

15.37 All fixing anchor, bolts, screws, nuts, washers or other miscellaneous anchoring / fixing devices shall be of non-magnetic stainless steel and approved by Architect and shall provide adequate strength.

### **HIGH PRESSURE LAMINATE (HPL) / COMPACT LAMINATE PANELS**

15.38 Compact Laminate shall be as per IS 2046 (Indian Standard) and as per fire retardant BS-476/97 standard. The solid compact laminate (Phenolic Core Board) shall be based on thermosetting resin, homogeneously reinforced with cellulose fiber and laminate on both side with suede finish, scratch and impact resistant, to achieve the cubicles dimensions joint-less partitions.

15.39 Test certificates from independent laboratories conforming that product meets standards specified.

15.40 Manufacturers certification that product meets / exceeds specification for the project.

15.41 Include data for wood preservative treatment and chemical treatment from manufacturer and certification by treating plant that treated materials comply with requirement.

### **SHOP DRAWINGS**

15.42 The contractor shall prepare detail drawing for site measurement. Drawings shall indicate each material, its installation, fixing details, finishing, etc. all in plan, elevation, section and typical details and will have to get the same approved from the Architect before execution of work.

### **MOCK-UPS**

15.43 Before fabricating and installing interior Architectural work, mock-ups should be built for each form of construction and finish required to verify selections made under sample submitted and to demonstrate aesthetic effects and qualities of materials and execution. Build comply with the following requirements, using materials indicated for the completed work:

15.44 Mock-ups should be built in the location and size indicated or, if not indicated, as directed by Architect

15.45 Notify Architect seven days in advance of dates and times when mock-ups will be fabricated and installed.

15.46 Mock ups should demonstrate the proposed range of aesthetic effects and workmanship.

15.47 Approval of Architect for the mock-ups must be obtained before starting interior architectural work fabrication

15.48 Mock-ups should be maintained during construction in undisturbed conditions as a standard for judging the completed work.

15.49 Demolish and remove mock-ups when directed.

15.50 Approved mock-ups may become part of the completed work if undisturbed at time of substantial completion.

### **FABRICATION & INSTALLATIONS**

15.51 Fabrication shall be plumb, straight and level. Surfaces shall be milled plane and finished smooth. For jointing prepare clean cutout and house / joined in best manner using approved adhesive and concealed pins/screws. Mitre joints shall be preferred but





- basically shall be as shown in shop drawing and approved by Architect. Joints shall be fitted with due accuracy and hairline tight.
- 15.52 Work to be installed and fitted in contact of adjoining concrete / masonry shall be fabricated with due allowance for site adjustments but within acceptable tolerances.
- 15.53 Fabrication and assembly shall be completed as far as possible in work shop. Prepared items shall be marked prior to shifting for perfect level, align and fix at site.
- 15.54 Counter tops, counter fronts, shelves, cabinets, dividers, drawers, shall be constructed with specific core and shall be finished as specified in drawing or Schedule of Items or as approved by the Architect at site.
- 15.55 Prior to start of any fabrication actual site measurements shall be taken and detail shop drawing corrected accordingly with approval of the Architect.
- 15.56 All work shall be finished free from runs, sags or other visual defects. wood shall be thoroughly smoothed and sanded to remove all traces of machines and tool marks. Surface preparation shall be as per IS code of practice or ready to receive specified finish.
- 15.57 Supervision and workmen employed shall be experienced in field of carpentry works and shall be able to guarantee workmanship and finish of standards as established and approved by the Architect.
- 15.58 Items specified from specific manufacturer with code no. And of approved manufacturer shall be with quality assurance certificate from manufacturer.
- 15.59 The installation should be done by an experienced installer who has completed architectural woodwork (Furniture) similar in material, design and extent to that indicated for this project and whose work has resulted in construction with a record of successful in service performance.
- 15.60 Fabricator should be experienced in producing architectural woodwork similar to that indicated for this project and with a record of successful in service performance, as well as sufficient production capacity to produce required units.

#### **FITTINGS AND FIXTURES**

- 15.61 All fittings and fixtures shall be detailed in shop drawings, conforming to specification and shall be fixed as per manufacturer's instructions.
- 15.62 Fittings and fixtures shall make assembly sturdy and securely placed.
- 15.63 Where finishes are to be done on installation remove fixtures and allow painter / polisher to work and on completion re-fix them.

#### **PRODUCT HANDLING AND STORAGES**

- 15.64 All materials and work shall be protected from damage until final acceptance of work. Cover, ventilate and protect from damage caused by weather, moisture, heat, staining, dirt, abrasions and other causes which may adversely affect appearance or use, or which may cause deterioration of finish warpage, distortion, twisting, opening of joints and seams, delamination, loosening etc of woodwork.
- 15.65 Do not deliver woodwork, until painting, wet work, grinding and similar operations which could damage, soil or deteriorate woodwork have been completed in installation areas.
- 15.66 Damaged or defective items of work in this section are subject to rejection and replacement with new items by contractor at no cost to the Employer.



- 15.67 All materials shall be carefully stored at all times and fully protected from external conditions or contamination.
- 15.68 Wood particle boards shall be stored in packs on a level flat surface in a clean, dry and covering surface with free circulation of air. The edges of boards in a pack shall be in a straight vertical plane.

#### **FINISHING**

- 15.69 All completed works shall be delivered fully finished in neat and clean condition without any stains, marks, defects, etc. and shall meet with the approval of the Architect. Unless otherwise stipulated all work shall include priming and protective treatments and finishing as required
- 15.70 During the course of work regularly all debris swash excess material shall be cleared and removed from site. On completion clean all places / spaces thoroughly.
- 15.71 Wood work shall be protected from defacement, marring till final completion and hand it over to the Employer.
- 15.72 Repair and replace all defective work prior to final inspection.
- 15.73 Prior to final inspection by the Architect / Employer the contractor to check to ensure proper operations, finish and surroundings.
- 15.74 The approval of work do not relieve the contractor of his liability to maintain to defects liability period at contractor's cost.
- 15.75 Before fabric wall covering is started in any area, it shall be broom cleaned and excessive dust shall be removed. After wall covering operations begin in a given area, broom cleaning will not be allowed. Cleaning shall then be done only with commercial vacuum cleaning equipment.
- 15.76 The Contractor shall be responsible for protecting all the mirrors & glasses fixed by him till handing over of mirrors & glasses forming part of this contract. The contractor shall replace at his own expense any broken or damaged mirrors glasses caused through lack of adequate protection or care in installation or handling. All installed materials shall be left in perfect condition to the satisfaction of Architect/ Owner.
- 15.77 Upon completion of work, the contractor shall remove all adhesive from the floors, glass and other surfaces. Remove from the premises all rubbish and accumulated materials of whatever nature, not caused by others, and leave this part of the work in clean, orderly and acceptable conditions.
- 15.78 All paints / polish shall have VOC within limit as specified in Tender Documents as per Green Building requirements. Paints used in the works shall conform to the respective IS or equivalent, other international standard (if specially specified) and code of practices. These shall be the latest revised.

#### **INSTALLATION BRACKETS**

- 15.79 Brackets shall be of atomized steel powder coated to give superior finish. Bracket shall accommodate overhead, side or face mounting with clutch assembly on either end of roller.

#### **FURNITURE**

- 15.80 This section of the specification shall be read in conjunction with the Drawings and other contract documents, and other sections of specifications which shall be deemed to be complimentary to one and another, in particular the technical specifications, painting section etc. The Contractor carrying out this work shall be responsible for providing all labour, plant, tools, materials and everything necessary for the proper execution.



completion and maintenance of these works. All furniture shall be of contract quality and suitable for commercial use.

**DIMENSIONS**

15.81 All wood sections are approximate and are given for reference to prepare the sample. The size of sections is likely to vary 15%. No deduction or enhancement of rate shall be considered on this account. Figured dimensions shall be taken in preference to scaled dimensions in all cases. Before commencing any works, the Contractor shall verify all measurements on the site.

15.82 All loose furniture items brought at site shall be kept in wrappers (polythene) sheets to avoid any damage to the item. All materials to be insect and vermin free.

15.83 **Competent Authority to decide the followings:-**

(i) Extension of time Without levy of compensation	Executive Engineer
(ii) Extension of time With levy of compensation	Superintending Engineer
(iii) Rescheduling of mile stones	Superintending Engineer
(iv) Shifting of date of start in case of delay in handing over of site	Superintending Engineer
Maximum amount to be with held in case of non-achievement of milestones	5% of tendered value of the work.
The amount shown against that milestone shall be withheld. to be adjusted against the compensation levied. With-holding of this amount on failure to achieve a milestone, shall be automatic without any notice to the contractor. However, if the contractor catches up with the progress of work on the subsequent milestone(s), the withheld amount shall be released. In case the contractor fails to make up for the delay in subsequent milestone(s), amount mentioned against each milestone missed subsequently also shall be withheld. However, no interest, whatsoever, shall be payable on such withheld amount.	
Competent authority for deciding reduced rates.	Superintending Engineer
<b>Compensation for delay</b>	
Decision to levy or not to levy compensation or liquidated damages for slow progress or non-completion of work in stipulated time.	Superintending Engineer, CHB
(i) Compensation for delay of work With maximum rate @ 1% (one percent) per month of delay to be computed on per day basis based on quantum of damage suffered due to stated delay on the part of Contractor. Provided always that	

EE-II



the total amount of compensation for delay to be paid under this condition shall not exceed 10 % (ten percent) of the accepted Tendered Value of work or of the accepted Tendered Value	
Constitution of Dispute Redressal Committee (DRC)	As prevailing in Board, headed by the CEO CHB.

#### 15.84 Settlement of Disputes & Arbitration

Except where otherwise provided in the contract, all questions and disputes relating to the meaning of the specifications, design, drawings and instructions here-in before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works or the execution or failure to execute the same whether arising during the progress of the work or after, the cancellation, termination, completion or abandonment thereof shall be dealt with as mentioned hereinafter:

(i) If the contractor considers any work demanded of him to be outside the requirements of the contract, or disputes any drawings, record or decision given in writing by the Engineer-in-Charge or if the Engineer in Charge considers any act or decision of the contractor on any matter in connection with or arising out of the contract or carrying out of the work, to be unacceptable and is disputed, such party shall promptly within 15 days of the arising of the disputes request the Chief Engineer or where there is no Chief Engineer, the Chief Executive Officer (CE/CEO) who shall refer the disputes to Dispute Redressal Committee (DRC) within 15 days along with a list of disputes with amounts claimed if any in respect of each such-dispute. The Dispute Redressal Committee (DRC) shall give the opposing party two weeks for a written response, and, give its decision within a period of 60 days extendable by 30 days by consent of both the parties from the receipt of reference from CE/CEO. The constitution of Dispute Redressal Committee (DRC) shall be as indicated in Bid Document. Provided that no party shall be represented before the Dispute Redressal Committee by an advocate/legal counsel etc. If the Dispute Redressal Committee (DRC) fails to give its decision within the aforesaid period or any party is dissatisfied with the decision of Dispute Redressal Committee (DRC) or expiry of time limit given above, then either party may within a period of 30 days from the receipt of the decision of Dispute Redressal Committee (DRC), give notice to the Chief Engineer, CHB, in charge of the work or if there be no Chief Engineer, the Chief Executive Officer, CHB or if there be no Chief Executive Officer, the Chairman, CHB (CE/CEO/CM) for appointment of arbitrator on prescribed Performa as per Bid Document under intimation to the other party. It is a term of contract that each party invoking arbitration must exhaust the aforesaid mechanism of settlement of claims/disputes prior to invoking arbitration. The CE/CEO/CM shall in such case appoint the sole arbitrator or one of the three arbitrators as the case may be within 30 days of receipt of such a request and refer such disputes to arbitration. Wherever the Arbitral Tribunal consists of three Arbitrators, the contractor shall appoint one arbitrator within 30 days of making request for arbitration or of receipt

  
EE-II



of request by Engineer-in-charge to CE/CEO/CM for appointment of arbitrator, as the case may be, and two appointed arbitrators shall appoint the third arbitrator who shall act as the Presiding Arbitrator. In the event of a. A party fails to appoint the second Arbitrator, or b. The two appointed Arbitrators fail to appoint the Presiding Arbitrator, then The Chairman, CHB shall appoint the second or Presiding Arbitrator as the case may be.

(ii) Disputes or difference shall be referred for adjudication through arbitration by a Tribunal having sole arbitrator where Tendered amount is Rs. 100 Crore or less. Where Tendered Value is more than Rs.100 Crore. Tribunal shall consist of three Arbitrators as above. The requirements of the Arbitration and Conciliation Act, 1996 (26 of 1996) and any further statutory modifications or re-enactment thereof and the rules made there under and for the time being in force shall be applicable. It is a term of this contract that the party invoking arbitration shall give a list of disputes with amounts claimed, if any, in respect of each such dispute along with the notice for appointment of arbitrator and giving reference to the decision of the DRC. It is also a term of this contract that any member of the Arbitration Tribunal shall be a Graduate Engineer with experience in handling public works engineering contracts at a level not lower than Chief Engineer (Joint Secretary level of Government of India). This shall be treated as a mandatory qualification to be appointed as arbitrator. Parties, before or at the time of appointment of Arbitral Tribunal may agree in writing for fast track arbitration as per the Arbitration and Conciliation Act, 1996 (26 of 1996) as amended in 2015. Subject to provision in the Arbitration and Conciliation Act, 1996 (26 of 1996) as amended in 2015 whereby the counter claims if any can be directly filed before the arbitrator without any requirement of reference by the appointing authority, the arbitrator shall adjudicate on only such disputes as are referred to him by the appointing authority and give separate award against each dispute and claim referred to him and in all cases where the total amount of the claims by any party exceeds Rs. 1.00.000/-, the arbitrator shall give reasons for the award. It is also a term of the contract that if any fees are payable to the arbitrator, these shall be paid as per the Act. The place of arbitration shall be in Chandigarh. In case there is no mention of place of arbitration, the arbitral tribunal shall determine the place of arbitration. The venue of the arbitration shall be such place as may be fixed by the Arbitral Tribunal in consultation with both the parties. Failing any such agreement, then the Arbitral Tribunal shall decide the venue.

EE-II



---

### APPOINTMENT OF ARBITRATOR

To

The Chief Engineer,  
Chandigarh Housing Board  
Chandigarh

Dear Sir,

In terms of clause of the agreement, particulars of which are given below, I/we hereby give notice to you to appoint an arbitrator for settlement of disputes mentioned below:

1. Name of applicant
2. Whether applicant is Individual/Prop. Firm/Partnership Firm/Ltd. Co.
3. Full address of the applicant
4. Name of the work and contract number in which arbitration sought
5. Name of the Division which entered into contract
6. Contract amount in the work
7. Date of contract
8. Date of initiation of work
9. Stipulated date of completion of work
10. Actual date of completion of work (if completed)
11. Total number of claims made
12. Total amount claimed
13. Date of intimation of final bill (if work is completed)
14. Date of payment of final bill (if work is completed)
15. Amount of final bill (if work is completed)
16. Date of request made to SE for decision
17. Date of receipt of SE's decision
18. Date of appeal to you
19. Date of receipt of your decision.

Specimen signature of the applicant  
(only the person/authority who  
signed the contract should sign)

---

EE-II



**List of approved Makes Interior work.**

S. N.	Name of Material & Description	Approved Makes & Brands
1	Marine Plywood B.W.R Grade	Greenply, Kitply, Century, Archidply
2	Plywood-MR-Grade	Greenply, Kitply, Century, Archidply
3	Laminates 1mm Thk(Range-615/-per squaremeter) 0.8 mm Thk laminate(260/- per squaremeter)	Greenlam, Merino, Royaltouch
4	Adhesive	Fevicol, Marine, Araldite
5	Wood Preservatives	Berger paints, Asian, Nerolac, Dulux
6	Pest Control	Pest Control & Antitermite treatments for plywood, Teakwood, BTC, etc. complete. Which is used for interior work as per standard specification. Make of Diesel base 1) Clorophyriphos 20% EC 2) Imidacloprid 30.5% SC
7	Wood	BTC, Teakwood
8	W/L TYPE HINGES Size-3" Stainless steel (18 Guage)	CM, FAMA
9	HANDLES (SIZE = 4"X8" STAINLESS STEEL - MAT FINISH C TYPE)	LABBACH, DECOR
10	DRAWER SLIDING CHANNELS (SIZE = 12"/14"/16"/18" Stainless Steel Telescopic)	HETTICH, BOSS
11	MAGENTS (SIZE = 1-1/2" BALL CATCH)	HANQER, PAUJA
12	LOCKS CYLINDRICAL ( APPROX DIA 1" ) DRAWER/CABINET	EUROPA, KODIA
13	TOWER BOLT (STAINLESS STEEL Mat Finish)	CM, FAMA, R/S



SUPPLY & INSTALLATION OF OFFICE FURNITURE- WORK STATIONS ETC. AT CHB  
OFFICE BUILDING BLOCK-B, SECTOR 9-D CHANDIGARH (Bid Document)

S.N.	Name of Material & Description	Approved Makes & Brands
14	SLIDING SHUTTER CHANNEL (STAINLESS STEEL)	ENOX, EBCO
15	GLASS, MIRROR (SIZE =6mm/8mm/10mm/12mm TYPE = FLOAT GLASS FLOAT GLASS APPERANCE-CLEAR GLASS/TOUGHEN/ FROSTED)	MODI, SAINTGOBAIN
16	SOFT BOARD (ACOUSTIC PANEL 9MM THICK READYMADE)	TECHNO OR EQUIVALENT
17	WHITE BOARD (ACRYLIC RASIN COATED)	ALCOSIGN, CMR
18	SCREWS (STAINLESS STEEL)	SIMLEX, R.K.
19	RUBBER FLOORING (RANGE-1614/- SQM)	Ecoflex , Polymax
20	D & L BRACKET (Stainless Steel – Mat finish c type)	CM, FAMA
21	S.S Legs (Stainless Steel – Mat finish)	PRINCE, CM
22	Paint (Luster)	Asian, Dulux, Nerolac
23	Door closer (Concealed surface)	OZONE, HARDWYN, KICH
24	Main Door Handle (Stainless steel Mat finish)	DORMA, KICH, HARDWYN
25	Gypsum Board (12mm Thk)	SaintGobian, Gyprock
26	Grid Ceiling (Optra Bevelled Tegular) Dune Max (Bevelled Tegular)	Armstrong
27	G.I member (24 Guage)	ULTRA or Equivalent

Note: If any of the brand is not available than prior approval of the Chief Engineer will be obtained for the equalant available brand.





**FORMAT OF INDEMNITY BOND.**

(To be furnished in Stamp paper as per Stamp Act)

(At presents not less than Rs.80/-Stamp paper)

This deed of indemnity executed by. hereinafter referred to as Indemnifier which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, representative and assignees in favour of Chandigarh Housing Board, hereinafter to as the indemnified which expression shall unless repugnant to the context of meaning thereof, include its successors and assignees witness us to.

Whereas the indemnified herein has awarded to the Indemnifier therein a contract for the 'SUPPLY & INSTALLATION OF OFFICE FURNITURE WORK STATION ITEMS AT CHB OFFICE BUILDING BLOCK-B, SECTOR 9-D CHANDIGARH' on terms and conditions set out interalia in contract/Award No. \_\_\_\_\_ valued at Rs. \_\_\_\_\_ only)

And whereas the above mentioned contract provides for 'SUPPLY & INSTALLATION OF OFFICE FURNITURE WORK STATION ITEMS AT CHB OFFICE BUILDING BLOCK-B, SECTOR 9-D CHANDIGARH' as per terms & conditions of the contract.

The indemnifier hereby irrevocably agrees to indemnify the indemnified that he shall be liable for and shall also indemnify the CHB and its employees against all liabilities, losses, claims, demands, proceeding, damages, costs, charges and expenses and further agrees to defend, indemnify and hold the Board and its employees harmless from any penalty whatsoever in respect of any injury or damage to any property of to personals during the execution of work or by the action of any central or state of local authority for violation by the contractor or sub-contractor engaged on the work in respect of his contractual obligations emanated from the contract already referred to the extent of Rs \_\_\_\_\_/- Rupees \_\_\_\_\_ only)

This indemnity shall be in force up to the date of the item from our end.

Name.

Designation.

WITNESS:

1.

2.

EE-II

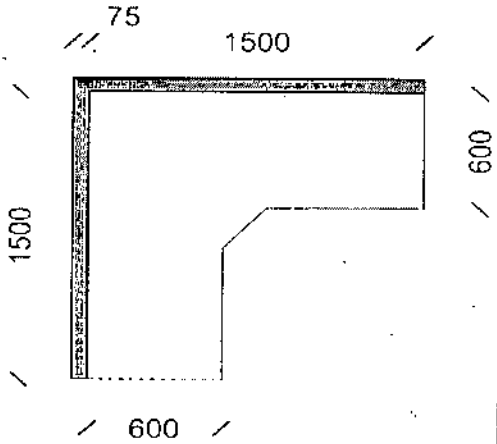


### Detail of Items

**Name of Work:-** Supply & Installation of Office Furniture Work Stations etc. at  
CHB Office Building Block-B Sector 9-D Chandigarh

Sr. No.	Description
	SUPPLY & INSTALLATION OF OFFICE FURNITURE- WORK STATION ITEMS
1.	L SHAPED WORKSTATION 1500 X 1500 MM
2.	PLUS CLUSTER
3.	L SHAPED WORKSTATION 'S STORAGE

**SCHEDULE OF QUANTITIES FOR WORK: SUPPLY & INSTALLATION OF OFFICE FURNITURE- WORK STATIONS ETC AT CHB OFFICE BUILDING BLOCK-B, SECTOR 9-D CHANDIGARH**

S.NO.	DESCRIPTION	QTY	UNIT	Rate to be quoted by the Agency inclusive of GST	All IMAGES FOR REFERENCE ONLY
1	L SHAPED WORKSTATION 1500 X 1500 MM				
	Supplying & Placing workstation table in completely knock down conditions that is to be assembled at site. <b>OVERALL SIZE :-</b> 1500mm X 1500mm X 1200mm. <b>WORKTOP :-</b> The worktop shall be made up of 25mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.6 mm laminate and finish as per approved shade. The top profile shall be in curvilinear shape and the edges shall be sealed with 2mm thick thin strip of impermeable PVC that is cut to fit the size of board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius.	198 Nos	Each		
	<b>GABLE END :-</b> The top shall be supported on 25mm MDF board base gable end. The end wall of the top shall be topped by gable end. It should be made up of 25mm thick Pre-laminated MDF board and the profile shall be in linear shape with appropriate PVC edge banding.				

EE-II



**PARTITION :-**

The workstation shall have panel based partition of 60 mm thick with overall height 1200mm. The partition shall be linear in profile and provided in front side of user. The top trim, top bar, mid bar, vertical bar, raceway, skirting shall be made up of aluminium extrusions (pre-treated) and duly powder coated with 40-60µ thick. The trims shall have the size 60mm X 19mm with 1.5mm thick covered with Die cast end caps on joints 2 ways, 3 ways & 4 ways (L-cover for corner, T-cover for middle section wherever required). The aluminium raceway shall be situated below the worktop with an overall size 116mm(H) X 60mm(D) with 1.4 mm cover thickness and 2mm back thickness as per requirement of inlaying the electrical management and carrying the wire horizontally. The exposed vertical and horizontal faces of the frames shall be snap fitted with trims.

**TOP TILE :-**

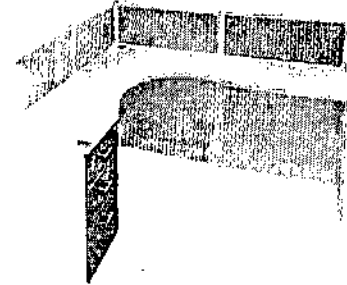
There shall be 2 MDF Fabric tiles provided at front of the user and 1 soft-board (with fabric) on one side and 1 Writable Laminate tile on the other side.

**BOTTOM TILE:-**

Prelam tile of IS: 12823 Interior grade shall be provided below the work top duly sealed with 2 mm PVC edge banding on exposed side and the .8mm PVC edge banding on areas not visible.

**WIRE MANAGEMENT:-**

The Partition shall have concealed with wire management capabilities and should be engaged for responsive and safe operations of power, telecommunications and data (LAN) and has separate components for electrical, data and telephone cables having adequate capability of both the



AS



<p>vertical and horizontal wire movements. Slots/cut-outs should be given on raceways below and above the table top to fix all electrical and data points shall be provided on the skirting raceways. Zinc coated small top support brackets shall be fixed on the partition for table top support. To protect the wall from kicks, abrasion and serve as a decorative moulding, skirting shall be situated at bottom. Adjustable leveller shoe shall be provided at bottom of the partition to avoid scratches on the floor.</p>				
<p><b>PEDESTAL :-</b> Fixed Pedestal shall be provided with 2 drawers and 1 filing drawer of 18 mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.6 mm laminate. Pedestal side, back, top, facia shall be 18mm thick and drawer base shall be 9mm thick. The pedestal shall have 3 nos. of drawer i.e. 2 box drawer and 1 filing drawer. The drawer shall be operated with PVC recessed handles and shall easily close &amp; open with the assistance of telescopic channel to enable smooth operation. The drawer shall have central locking mechanism in which all the drawer shall be synchronized locked with one single key.</p>				
<p><b>KEYBOARD :-</b> A pullout metal keyboard tray shall be provided with PU palm rest. The tray shall be operated on sliding telescopic channel.</p>				



**CPU TROLLEY :-**

A nylon castor based metal cpu trolley shall be provided. The manufacturer shall have quality and safety assurance like ISO-9001:2015, ISO-14001:2015 and ISO-18001:2007, BIFMA membership. The board used should meet International Standard of quality. Indian standard IS 12823 grade II should meet long time load bending, screw-withdrawal strength, modulus of rupture and modulus of elasticity bending tested as per IS 2380

2 **Plus Cluster**

Supplying & Placing workstation table in completely knock down conditions that is to be assembled at site. **OVERALL SIZE :-**

**1500mm X 1500mm X 1200mm. WORKTOP :-**

The worktop shall be made up of 25mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 0.6 mm laminate and finish as per approved shade. The top profile shall be in curvilinear shape and the edges shall be sealed with 2mm thick thin strip of impermeable PVC that is cut to fit the size of board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius.

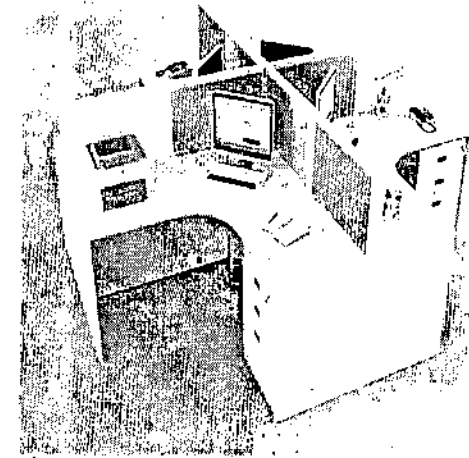
**GABLE END :-**

The top shall be supported on 25mm MDF board base gable end. The end wall of the top shall be topped by gable end. It should be made up of 25mm thick Pre-laminated MDF board and the profile shall be in linear shape with appropriate PVC edge banding.

**PARTITION :-**

The workstation shall have panel based partition of 60 mm thick with overall height 1200mm. The partition shall be linear in profile and provided in front side of user. The top

4 Nos Each



EE-I



trim, top bar, mid bar, vertical bar, raceway, skirting shall be made up of aluminium extrusions (pre-treated) and duly powder coated with 40-60µ thick. The trims shall have the size 60mm X 19mm with 1.5mm thick covered with Die cast end caps on joints 2 ways, 3 ways & 4 ways (L-cover for corner, T-cover for middle section wherever required). The aluminium raceway shall be situated below the worktop with an overall size 116mm(H) X 60mm(D) with 1.4 mm cover thickness and 2mm back thickness as per requirement of inlaying the electrical management and carrying the wire horizontally. The exposed vertical and horizontal faces of the frames shall be snap fitted with trims.

**TOP TILE :-**

There shall be 2 MDF Fabric tiles provided at front of the user and 1 soft-board (with fabric) on one side and 1 Writable Laminate tile on the other side.

**BOTTOM TILE:-**

Prelam tile of IS: 12823 Interior grade shall be provided below the work top duly scaled with 2 mm PVC edge banding on exposed side and the .8mm PVC edge banding on areas not visible.

**WIRE MANAGEMENT:-**

The Partition shall have concealed with wire management capabilities and should be engaged for responsive and safe operations of power, telecommunications and data (LAN) and has separate components for electrical, data and telephone cables having adequate capability of both the vertical and horizontal wire movements. Slots/cut-outs should be given on raceways below and above the table top to fix all electrical and data points shall be provided on the skirting raceways. Zinc coated small top support brackets shall be fixed on the partition for table top support. To protect the wall from kicks, abrasion and serve as a

*Handwritten signature*  
EETI



decorative moulding, skirting shall be situated at bottom. Adjustable leveller shoe shall be provided at bottom of the partition to avoid scratches on the floor.

**PEDESTAL :-**

Fixed pedestal shall be provided with an overall size 400mm X 450mm X 720mm. The pedestal shall be made up of 19mm thick MDF one side pre-laminate board confirming to IS-14587:1998 with 1 mm laminate. Pedestal side, back, top, fascia shall be 18mm thick and drawer base shall be 9mm thick. The pedestal shall have 3 nos. of drawer i.e. 2 box drawer and 1 filing drawer. The drawer shall be operated with PVC recessed handles and shall easily close & open with the assistance of telescopic channel to enable smooth operation. The drawer shall have central locking mechanism in which all the drawer shall be synchronized locked with one single key.

**KEYBOARD :-**

A pullout metal keyboard tray shall be provided with PU palm rest. The tray shall be operated on sliding telescopic channel.

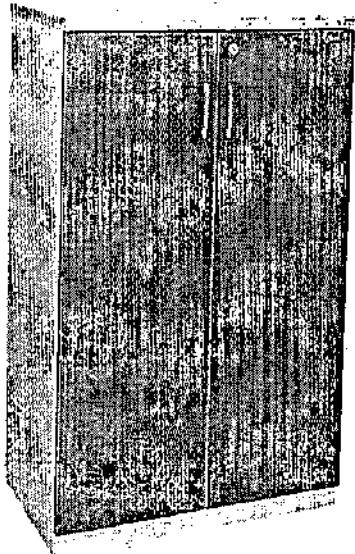
**CPU TROLLEY :-**

A nylon castor based metal cpu trolley shall be provided. The manufacturer shall have quality and safety assurance like ISO-9001:2015, ISO-14001:2015 and ISO-18001:2007, BIFMA membership. The board used should meet International Standard of quality. Indian standard IS 12823 grade II should meet long time load bending, screw-withdrawal strength, modulus of rupture and modulus of elasticity bending tested as per IS 2380.

  
EC-II





3	<p><b>L. SHAPED WORKSTATION 'S STORAGE</b> Supplying &amp; placing storage unit as per detail given below(Quantity in sq.mtrs.) <b>OVERALL SIZE :- 600/1200/1500mm X 450mm X 1200mm( L X D X H ).</b> <b>MATERIAL OF CONSTRUCTION :-</b> The storage shall be made up of 18 mm MDF board with approved 0.6 mm laminate finish as per approved shade. <b>TOP :-</b> The top shall be made up of 25mm thick and other parts like side, back, shutter, facia, skirting shall be 18mm thick. The edges shall be sealed with thin strip of impermeable PVC that is cut to fit the size of board panel and duly pasted with the assistance of edge banding machine at 200 degree Celsius. <b>SHELEVS :-</b> The storage shall be supplied with 2 nos. of shelves. <b>DOOR :-</b> Door shutters shall be provided for opening and closing the storage. The shutter shall be operated with concealed crank hinge and die cast handle as well as proper locking arrangement. To protect the wall from kicks, abrasion and serve as a decorative moulding, skirting shall be provided at bottom. There shall be buffers provided at the bottom to avoid scratches on the floor.</p>			
---	---	--	--	---

SA  
EE-II



<p>The manufacturer shall have quality and safety assurance like ISO-9001:2015, ISO-14001:2015 and ISO-18001:2007, BIFMA membership and AIOTA certification. The boards used should meet international standards of quality and safety, Indian standard IS 12823 grade II should meet long time load bending, screw-withdrawal strength, modulus of elasticity bending tested as per IS 2380. The manufacturer shall have quality and safety assurance of ISO-9001:2015, ISO-14001:2015, ISO-18001:2007, BIFMA membership. ( 1500x1200MM)</p>				
1500x1200MM	12.6 Sqm	Sqm		
1200X1200MM	33.12 Sqm	Sqm		
600x1200MM	25.2 Sqm	Sqm		
Total				

\* Note:

1. Agency is to quote the item rate in figure and words. Rate is to be quoted up to two digits after decimal.

Dated

Signature of the Bidder (s)

*Checked and recommended for approval pl.*

*[Signature]*  
Executive Engineer-II,  
Chandigarh Housing Board,  
Chandigarh

*[Signature]*  
Superintending Engineer-I  
Chandigarh Housing Board  
Chandigarh

*6/17/21*

This NIT containing 74 pages is hereby approved.

*[Signature]*  
Chief Engineer  
Chandigarh Housing Board  
Chandigarh

*7/7/21*  
*7/7/21*  
*7/7/21*

*[Signature]*