

**HIGH COURT OF KERALA**  
**e- TENDER NOTICE**

**H7-8040/2018**

**Dated:16/06/18**  
**KOCHI**

E-Tenders are invited for the purchase of furniture for providing to the additional Court Halls, Chambers of Honourable Judges and to the Private Secretary room associated with the Chambers of Honourable Judges High Court with the following specifications.

SL.No	ITEM	QTY
1	Teak Wood Court hall table 335 cm x 81 cm x75cm Three side half paneling 18 cm x 15 cm panel 5 leg, 7cm x 4.5 cm frame Moulding work, Curving work, Metal Moulding.	24
2	Teak Wood Court table 193 cm x 119 cm x 75 cm, glass Top inside, 12 drawer, 3 door, one key board , Full covering paneling lock, handle 2 cm wooden panel 3.5 cm x 3.5 cm, frame 47 cm x 47 cm.	6
3	Teak Wood stool 45cm x 30 cm x 38 cm, 3cm x 3cm round leg, 2cm panel.	12
4	Teak Wood step 60 cm x 50 cm x 12 cm , 2 step.	12
5	Teak Wood bench with back rest with arm 240 x92 x 50 x45 cm, 2 cm plank seat , 5.5 x1cm, Back rest with groove plank .	12
6	Teak Wood chair ratten seat and back.	360
7	Teak Wood judges chair curving type, cushion seat and back.	12
8	Teak Wood foot rest 50 x50 x20 cm.	12
9	Teak Wood dias table top shelf with shutter (Writing Box) 75 x60 x15 cm , 2 cm panel.	12
10	Teak Wood Executive office table 210 x105 x75 cm, three side covering grooving panel . Three drawer, one key board, lock , Handle , 12 mm glass top.	9
11	Teak Wood Executive side table 90 x55 x65 cm full covering grooving panel , one drawer, two cupboard.	9
12	Executive revolving chair ( Gordrej - model PCH 7000)	9

13	Teak Wood visiting chair cushion seat back	36
14	Teak Wood Five seater settee (3+1+1)	9
15	Teak Wood teapoy-105 x53 x45 cm , 6mm plain Glass	9
16	Teak Wood Divan cot - 200 x70 x40 cm , 3'' cushion	9
17	Teak Wood stool - 35 x35 x40 cm	9
18	Teak Wood Dining table 12mm glass top 2 leg curving type 105 x 60 x75 cm	9
19	Teak Wood Dining chair cushion seat and reaper back.	9
20	Teak Wood Coat cabinet 192 x62 x75 cm , 4 compartment, one drawer, 4mm mirror.	9
21	Steel Computer Table 48 x24 x30 cm one draw CPU stand open compartments	27
22	Steel Office Table one draw one cupboard Novopan Top 48 x24 x30 cm	18
23	Computer chair metal base hydraulic lifting cushion seat and back	27
24	Steel Almirah with locker four shelves 180 x90 x45cm.	9
25	Steel Wardrobe with glass door, 2 shelves 180 x90 x45cm.	9

**The Bidders should ensure that items of Teak Wood furniture are made from Plantation Teak wood only. Any Teak wood furniture quoted other than made of Plantation Teak wood will be summarily rejected without any prior notice.**

A Pre-bid meeting is fixed on 04/07/2018, at 11.30 am at the Chambers of Registrar (Administration) of the High Court of Kerala. The prospective bidders can avail this opportunity to clarify their doubts if any, regarding their tender.

Last date for receipt of e-tenders is **at 11 am on 20/07/18**. Late tenders will not be accepted.

The e-tenders will be opened **at 11 am on 25/07/18**.

The maximum period required for delivery of the articles should also be mentioned.

Details of the requirements and the conditions governing their supply can be obtained from e-procurement system portal of Kerala State (<https://etenders.kerala.gov.in>) till **18/07/18**

Bidders should ensure that the items they quote are identical to the furniture that are already present in the High Court. It is highly advisable to personally verify the furniture in the High Court before they quote the rates.

**The successful bidder will have to produce a security deposit equal to 5% of the total quoted value**

**The BID should contain the following documents**

1. Cost of tender form **₹22,656/-** (**Rupees Twenty Two Thousand Six Hundred and Fifty Six Only**) inclusive of GST @ 18% and Earnest Money Deposit (EMD) is **₹1,28,000/-** (**Rupees One Lakh Twenty Eight Thousand Only**) (1% of the tender value) which must be submitted online through SBI Internet Banking or SBI-NEFT/RTGS.
2. Scanned copy of the preliminary agreement executed and signed in Kerala stamp paper of value of ₹200/- (A format of the agreement is given in the tender documents)
3. Undertaking for the acceptance of tender conditions (Form of tender and general conditions are given in the tender documents)
4. Detailed specifications of the quoted items should be uploaded
5. Terms and conditions of the supplier
6. Bill of Quantity (BOQ) Price list (should be in the given .xls format)
7. Bidders will be required to produce the sample of the furniture quoted as per the instructions of the High Court.



**A. SHAJAHAN  
REGISTRAR (ADMINISTRATION).**

Place : Ernakulam  
Date :16/06/18

### **Terms and Conditions**

1. Price: Should be given in BoQ and the rate should be inclusive of all taxes and charges.
2. Payment : Will be made only after the successful supply, installation, and verification by a competent authority.
3. Deliver the goods at High Court of Kerala.
4. Date of opening of tender : In case the proposed date declared as a holiday, the tender will be opened on the next working day.
5. The successful bidder should furnish an Agreement and Security Deposit in the form of Bank Guarantee/DD from a Nationalized Bank for an amount @ 5% of the order value.
6. Supply: Within 120 days.
7. All tender formalities are strictly adhering to the rules of Stores Purchase Manual, Kerala Financial code, GST acts and other relevant rules
8. The final acceptance of the tenders rests entirely with the High Court who do not bind themselves to accept the lowest or any tender.
9. Purchase formalities shall strictly adhere to the rules of Stores Purchase Manual

### **Maintenance Conditions**

1. **The supplied furniture should carry atleast 5 years of warranty.**
2. **Penalty for lack of service support.**

In case the complaint is not rectified by the vendor within 30 days from the date of reporting of the complaint during the period of warranty, the High Court of Kerala reserves the right to repair/replace the furniture from other agency and such cost will be forfeited from the vendor.

3. The companies or firms, bidding for the above tender, should not be black listed by any of Government Authority or Public Sector Undertaking (PSUs). The bidder shall give an undertaking (on their letter head) that they are not black listed by any of the Govt. Authority or PSUs as on the last date of submission of the tender, otherwise their bid will not be considered.

**4. No commitment to accept lowest or other offer.** The High Court of Kerala shall be under no obligation to accept the lowest or any other offer received in response to this tender and shall be entitled to reject any or all offers without assigning any reason whatsoever.

**5. Right to alter quantities** - The High Court of Kerala will be free to either reduce or increase the quantity to be purchased on the same terms and conditions. The High Court of Kerala reserves the right to alter quantities.

6. CVC guidelines shall be complied in the tender.

NB: The Tender procedure will be made as per Rules mentioned in the Revised Store Purchase Manual.

The bidders should participate in this tender procedure through E-Tendering system. Tender cost and EMD should be submitted only through online.

Place : Ernakulam

Date : 16/06/18



**A. SHAJAHAN**  
**REGISTRAR (ADMINISTRATION)**

**K.F.C. FORM 14**  
**(See Chapter VII, Article 143)**  
**FORM OF TENDER**

Sir,

I/we hereby tender to supply, under the annexed General conditions of contract, the whole of the article referred to and described in the attached specification and schedule, or any portion thereof as may be decided by the High Court of Kerala, at the rates quoted against the item. The articles will be delivered within the time and at the places specified in the schedule.

\*I/we am/are remitting/have separately remitted the required amount of Rs..... as earnest money.

Yours faithfully,

(Signature) \_\_\_\_\_

(Address) \_\_\_\_\_

\_\_\_\_\_

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\*To be scored in cases where no earnest money deposit is furnished.

## GENERAL TERMS & CONDITIONS FOR E-PROCUREMENT

This tender is an e-Tender and is being published online for the purchase of furniture for providing to the Court Hall, Chambers of Honourable Judges and Private Secretary room adjoining the Chambers of the High Court. The tender is invited in single cover system from the registered and eligible firms through e-procurement portal of Government of Kerala (<https://www.etenders.kerala.gov.in>). Prospective bidders willing to participate in this tender shall necessarily register themselves with above mentioned e-procurement portal. The tender timeline is available in the critical date section of this tender published in [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in).

### **A). ONLINE BIDDER REGISTRATION PROCESS:**

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on [www.cca.gov.in](http://www.cca.gov.in). Once, the DSC is obtained, bidders have to register on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) website for participating in this tender. Website registration is a onetime process without any registration fees. However, bidders have to procure DSC at their own cost.

**Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471-2577088, 2577188, 2577388 or 0484-2336006, 2332262-through email: [etendershelp@kerala.gov.in](mailto:etendershelp@kerala.gov.in) for assistance in this regard.**

### **B). ONLINE TENDER PROCESS:**

The tender process shall consist of the following stages:

**i. Downloading of tender document:** Tender document will be available for free download on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in). However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document.

**ii. Pre-bid meeting:** <As per department's requirements>

**iii. Publishing of Corrigendum:** All corrigenda shall be published on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) and shall not be available elsewhere.

**iv. Bid submission:** Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in). No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.

**v. Opening of technical bid and bidder short-listing:** The technical bids will be

opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.

vi. **Opening of Financial Bids:** Bids of the qualified bidder's shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in critical date's section.

**C) Documents Comprising Bid:**

**(i) The First stage (pre-qualification or Technical Cover based on 1 cover or 2 Cover tender system):**

Pre-qualification or Technical proposal shall contain the scanned copies of the following documents which every bidder has to upload:

- (i) Scanned copy of the preliminary agreement executed and signed in Kerala Stamp Paper of value ₹200/- (A format of the agreement is given in the tender documents)
- (ii) Undertaking for the acceptance of tender conditions. (Form of tender and general conditions are given in the tender documents)
- (iii) Detailed specification of the items (Attach brochures if any)
- (iv) Scanned copies of certifications .
- (v) Terms and conditions of the supplier
- (vi) BOQ – Price List (should be in the given .xls format)

The department doesn't take any responsibility for any technical snag or failure that has taken place during document upload.

**(ii) The Second Stage (Financial cover or as per tender cover system):**

The Bidder shall complete the price bid as per format given for download along with this tender.

**Note:** The blank price bid should be downloaded and saved on bidder's computer without changing file-name otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website.



**Fixed price:** Price quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable/variable price quotation will be treated as non-responsive and rejected.

**D). TENDER DOCUMENT FEES AND EARNEST MONEY DEPOSIT (EMD):**

The Bidder shall pay, a tender document fee of ₹22,656/- (Rupees Twenty Two Thousand Six Hundred and Fifty Six Only) inclusive of GST @ 18% and Earnest Money Deposit (EMD) **₹1,28,000/- (Rupees One Lakh Twenty Eight Thousand Only)** (1% of the tender value) which must be submitted online through SBT Internet Banking or SBT-NEFT/RTGS. The EMD is required to protect the purchaser against risk of Bidder's conduct, which would warrant the forfeiture of security.

**Online Payment modes:** The tender document fees and EMD can be paid in the following manner through e-Payment facility provided by the e-Procurement system:

**State Bank of India Multi Option Payment System (SBI MOPS Gateway):** Bidders are required to avail internet banking facility in any of below banks for making tender remittances in e-Procurement system.

<b>A) Internet Banking Options (Retail)</b>			
1	ALLAHABAD BANK	32	KOTAK MAHINDRA BANK
2	AXIS BANK	33	LAKSHMI VILAS BANK
3	ANDHRA BANK	34	MAHSANA URBAN CO-OP BANK
4	BANDAN BANK	35	NKGSB CO-OPERATIVE BANK
5	BANK OF BAHRAIN AND KUWAIT	36	ORIENTAL BANK OF COMMERCE
6	BANK OF BARODA	37	PUNJAB AND MAHARASHTRA CO OPERATIVE BANK
7	BANK OF INDIA	38	PUNJAB NATIONAL BANK
8	BANK OF MAHARASHTRA	39	PUNJAB AND SIND BANK
9	BASSEIN CATHOLIC CO-OPERATIVE BANK	40	RBL BANK

10	BNP PARIBAS	41	SARASWAT CO-OPERATIVE BANK
11	CANARA BANK	42	SHAMRAOVITHAL CO-OPERATIVE BANK
12	CATHOLIC SYRIAN BANK	43	SOUTH INDIAN BANK
13	CENTRAL BANK OF INDIA	44	STANDARD CHARTERED BANK
14	CITY UNION BANK	45	STATE BANK OF INDIA
15	CORPORATION BANK	46	SYNDICATE BANK
16	COSMOS BANK	47	TAMILNAD MERCANTILE BANK
17	DCB BANK	48	TAMILNADU CO-OPERATIVE BANK
18	DENA BANK	49	THE KALYAN JANATA SAHAKARI BANK
19	DEUTSCHE BANK	50	TJSB BANK (ERSTWHILE THANE JANANTA SAHAKARI BANK)
20	DHANALAXMI BANK	51	UCO BANK
21	FEDERAL BANK	52	UNION BANK OF INDIA
22	HDFC BANK	53	UNION BANK OF INDIA
23	ICICI BANK	54	VIJAYA BANK
24	IDBI BANK	55	YES BANK
25	INDIAN BANK		
26	INDIAN OVERSEAS BANK		
27	INDUSIND BANK		
28	JAMMU & KASHMIR BANK		
29	JANATA SAHAKARI BANK		
30	KARNATAKA BANK		
31	KARUR VYSYABANK		
<b>B) INTERNET BANKING OPTIONS (CORPORATE)</b>			
1	BANK OF BARODA	21	LAXMI VILAS BANK
2	BANK OF INDIA	22	ORIENTAL BANK OF COMMERCE
3	BANK OF MAHARASHTRA	23	PUNJAB & MAHARASHTRA CO OP BANK
4	BNP PARIBAS	24	PUNJAB & SIND BANK
5	CANARA BANK	25	PUNJAB NATIONAL BANK

6	CATHOLIC SYRIAN BANK	26	RBL BANK
7	CITY UNION BANK	27	SHAMRAOVITTHAL CO-OPERATIVE BANK
8	CORPORATION BANK	28	SOUTH INDIAN BANK
9	COSMOS BANK	29	STATE BANK OF INDIA
10	DEUTSCHE BANK	30	SYNDICATE BANK
11	DEVELOPMENT CREDIT BANK	31	UCO BANK
12	DHANALAXMI BANK	32	UNION BANK OF INDIA
13	FEDERAL BANK	33	UPPCL
14	HDFC BANK	34	VIJAYA BANK
15	ICICI BANK	35	AXIS BANK
16	INDIAN OVERSEAS BANK		
17	JANTA SAHAKARI BANK		
18	JAMMU & KASHMIR BANK		
19	KARUR VYSYABANK		
20	KOTAK BANK		

During the online bid submission process, bidder shall select **SBI MOPS** option and submit the page, to view the **Terms and conditions** page. On further submitting the same, the e-procurement system will re-direct the bidder to MOPS Gateway, where two options namely **SBI** and **Other Banks\*** will be shown. Here, Bidder may proceeds as per below:

a) SBI Account Holders shall click **SBI** option to with its Net Banking Facility, where bidder can enter their internet banking credentials and transfer the Tender Fee and EMD amount.

b) Other Bank Account Holders may click **Other Banks** option to view the bank selection page. Here, bidders can select from any of the 54 Banks to proceed with its Net Banking Facility, for remitting tender payments.

*\*Transaction charges for other banks vide SBI letter No. LHO/TVM/AC/2016-17/47 - 1% of transaction value subject to a minimum of Rs. 50/- and maximum of Rs. 150/-.*

Any transaction charges levied while using any of the above modes of online payment has be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment status against bidder is showing "Success" during bid opening.

**E) Submission Process:**

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and Financial bid online on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) along with online payment of tender document fees and EMD.

**It is necessary to click on “Freeze bid” link/ icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/opening during bid opening process.**

**SPECIMEN FOR PRELIMINARY AGREEMENT**

Articles of agreement executed on this the ..... day of .....  
..... between the Registrar (Administration) (hereinafter  
referred to as "High Court of Kerala ") of the one part and Shri.  
..... (H.E.  
name and address of the tenderer) (hereinafter referred to as "the bounden") of the other part.

WHEREAS in response to the Notification No. H7-8040/18 dated ..... the bounden has  
submitted to the High Court a tender for the supply of various furniture for the use of the  
High Court subject to the terms and conditions contained in the said tender.

WHEREAS the bounden has also deposited with the High Court a sum of  
₹1,28,000/- (Rupees One Lakh Twenty Eight Thousand Only) as  
earnest money for execution of an agreement undertaking the due fulfillment of the contract in  
case his tender is accepted by the High Court .

NOW THESE PRESENTS WITNESS and it is hereby mutually agreed as follows:

1. In case the tender submitted by the bounden is accepted by the High Court and the contract  
for supply of furniture to the Court Halls, Chambers of Honourable Judges and Private  
Secretary room adjoining the Chambers of the Honourable Judges of the High Court is awarded  
to the bounden, the bounden shall within 7 days of acceptance of his tender execute an  
agreement with the High Court incorporating all the terms and conditions under which the High Court  
accepts his tender.

2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and  
conditions governing the contract, the High Court shall have power and authority to recover from  
the bounden any loss or damage caused to the High Court by such breach as may be determined  
by the High Court by appropriating the earnest money deposited by the bounden and if the  
earnest money is found to be inadequate the deficit amount may be recovered from the bounden and  
his properties movable and immovable in the manner hereinafter contained.

3. All sums found due to the High Court under or by virtue of this agreement shall be recoverable  
from the bounden and his properties movable and immovable under the provisions of the Revenue  
Recovery Act for the time being in force as though such sums are arrears of land revenue and in  
such other manner as the High Court may deem fit.

In witness whereof Shri..... (H.E. name and  
designation) for and on behalf of the Registrar (Administration )  
..... Bounden have hereunto set their hands the  
day and year shown against their respective signatures.

Signed by Shri. .... (date) .....

In the presence of witnesses:

1. ....

2. ....

Signed by Shri. .... (date) .....

In the presence of witnesses:

1. ....
2. ....