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**केन्द्रीय मात्स्यकी प्रौद्योगिकी संस्थान**  
**CENTRAL INSTITUTE OF FISHERIES TECHNOLOGY**  
(भारतीय कृषि अनुसन्धान परिषद)  
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)  
विल्लिंगडन आइलैंड, मत्स्यपुरी पी. ओ., कोच्चिन-682 029  
WILLINGDON ISLAND, MATSYAPURI P.O., COCHIN-682 029



***TENDER FOR THE SUPPLY OF  
MODULAR WORK STATION FOR  
CIFT -KOCHI***

Tender Enquiry No.: **[F.No. 7-3/2020-Purchase](#)**

↪ Click above to view in CPP Portal

email: [ciftpurchase@gmail.com](mailto:ciftpurchase@gmail.com)

website: [www.cift.res.in](http://www.cift.res.in)

[www.eprocure.gov.in](http://www.eprocure.gov.in)

Tel: 0484 – 2412397 / 2412345

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## NOTICE INVITING TENDER

CIFT invites e-tenders for the supply of Modular Work Station through the website [www.eprocure.gov.in](http://www.eprocure.gov.in) under two bid system from reputed manufacturers / suppliers.

Tender Enquiry No. : F. No. 7-3/2020-Purchase	
Published Date	12.01.2021 - 1700 hrs
Pre Bid Meeting	19.01.2021 - 1100hrs
Bid submission start date	19.01.2021 - 14 30 hrs
Bid submission end date	02.02.2021 - 1100 hrs
Technical bid opening date	03.02.2021 - 1130 hrs

### IMPORTANT NOTES:-

1. Tender Documents can be downloaded from CIFT website [www.cift.res.in](http://www.cift.res.in) or from the Central Public Procurement Portal [www.eprocure.gov.in](http://www.eprocure.gov.in). Bidders should enroll / register in the e-procurement module of Central Public Procurement Portal through the website : [www.eprocure.gov.in](http://www.eprocure.gov.in) for participating in the bidding process. Bidders should also possess a valid DSC for online submission of bids.
2. **Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.**
3. Director, CIFT, Cochin -6802029 reserves the right to accept / reject any or all the tenders in part /full without assigning any reason in the best advantage of this Institute.
4. CIFT will not be responsible for any delay in enrollment / registration as bidder or submitting uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website [www.eprocure.gov.in](http://www.eprocure.gov.in) and enroll their Digital Signature Certificate and upload their quotation well in advance.
5. Any change / corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.

**Asst. Admn. Officer (P)**  
**FOR DIRECTOR**

Place: Kochi  
Date: 12.01.2021

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### **INSTRUCTIONS TO THE TENDERERS**

The tender shall be submitted in accordance with these instructions and any tender not conforming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender and the contract.

1. For Online Bid Submission, as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

More information useful for submitting the online bids on the CPP Portal is available at [“Bidders Manual Kit”](#)

### **For Registration**

2. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link [“Online Bidder Enrollment”](#). Enrolment on the CPP Portal is free of charge.
3. The intending Tenderer, in case of Prime Equipment Manufacturers (PEM) shall upload a self-declaration on their letter-head as PDF file in Cover-I of e-tender, along with the tender documents, confirming that they are regularly manufacturing, supplying, installing, testing & commissioning of the similar equipment for the last 2 years.
4. The intending Tenderer, in case of Authorized Distributor/ Authorised Dealer shall possess valid authorized Distributorship /Dealership license from Prime Equipment Manufacturers (PEM). The tenderer shall enclose the copy of the same as PDF file in Cover-I of the e-tender while submitting the tender.
5. The equipment shall be in compliance with the specifications mentioned in Annexure - I of the tender and shall be of the latest technology, best quality and high standards.
6. Any optional accessories / tooling, besides the standard equipment recommended for the better performance of the equipment, if offered, be provided with their full technical details including their use and advantage in a separate sheet with the tender documents. **Minimum 1year** guarantee has to be provided for the equipment.
7. No extra payment shall be paid on account of any discrepancy in nomenclature of items.

8. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
9. Director, CIFT, reserves the right to reject any tender/bid wholly or partly without assigning any reason in the best advantage of this Institute.
10. The Technical Committee constituted by the Director, CIFT shall have the right to verify the particulars furnished by the bidder independently.
11. Tenderer shall take into account all costs including installation, commissioning, cartage etc. for giving delivery of material at site **i.e. CIFT, Cochin** before quoting the rates. In this regard no claim for any extra payment for any reason shall be entertained.
12. The item should be delivered at **CIFT, CIFT Junction, Matsyapuri P.O, Cochin – 682029** and the supplier shall be responsible for dues any damage during the transit of goods.
13. All the tender documents & price bid to be uploaded as per this tender are to be digitally signed by the bidder.
14. All the communications with respect to the tender shall be addressed to:

**The Director,  
Central Institute of Fisheries Technology,  
Willingdon Island, Matsyapuri P.O.  
Kochi – 682029.**



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### GENERAL TERMS & CONDITIONS

1. Name of the Item : **Modular Work Station**
2. Quantity : **1 No.**
3. Only bids received on CPP Portal will be considered for opening. Bids in any physical form sent through fax/email/courier/post/ delivered personally will not be considered.
4. Bidder should log into the site well in advance for bid submission so that the bid is uploaded in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
5. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
6. The rates quoted should be for delivery and installation at **CIFT, Cochin**. The tender shall be valid for a period of 90 days from the date of opening of the tender. **If taxes, duties or any other charges over and above the rates quoted are payable by the purchaser actuals of such taxes/duties/charges should be clearly indicated in the financial bid (BOQ). Please note that this Institute is entitled to 5% concessional GST, exempted from payment of excise duty as applicable to Educational / Research Institutions/ Laboratories etc. against declaration form.**
7. The equipment/work offered shall confirm to the specifications as given in Annexure -I/supply order and shall be guaranteed against defective design, defective quality material supplied, manufacturing defects etc., for a minimum period of 3 years from the date of supply. Documents supporting the technical specification of the quoted goods may be uploaded in Cover - I in the PDF format.
8. The Tenderer shall upload PDF format copy of GST Registration/ Income Tax PAN, in Cover - I of the e-tender.
9. Bid Security: Bid Security Declaration Should be Kept in the Bid Documents
10. Performance Security: The successful Firm/Party is required to remit a performance security amounting to 3% of the cost of the item/equipment in the form of Demand Draft /Bankers cheques drawn in favour of "ICAR Unit CIFT, Cochin "payable at State Bank of India, Willingdon Island Cochin-682029 or Bank Guarantee from a commercial Bank as directed by this office. The performance security to be remitted within 10 days from the formal intimation. If the

bidder fails to remit the Performance Security the Bid security will be forfeited and the acceptance of the tender will be withdrawn and no further correspondence in this regard will be entertained.

**11. Full specification of the article quoted, for shall be uploaded , in the e-tender in PDF form along with illustrated pamphlets, drawings etc., wherever applicable in Cover – 1.**

**12. Parties may visit our Office for understanding layouts and measurements**

13. Payment will be made by Bank/Electronic Transfer, only after satisfactory completion of supply/installation and receipt of pre-receipted bill in triplicate. Quotations giving any other mode of payment may be avoided.

14. The Director, C.I.F.T., COCHIN-682029 reserves the right to accept or reject any or all the quotations either in full or in part without assigning any reason in the best advantage of this Institute. Director CIFT, reserves the right to increase /decrees the quantity of units depending upon the actual requirement arising at the time of award of contract.

15. Proper servicing, whenever necessary, has to be provided by the supplier or their authorized agents. Availability of technical support & servicing facility locally/nationally should be submitted in pdf form in Cover-1 .

16. .Users list may also to be attached in the tender form in cover-1

## ANNEXURE-1

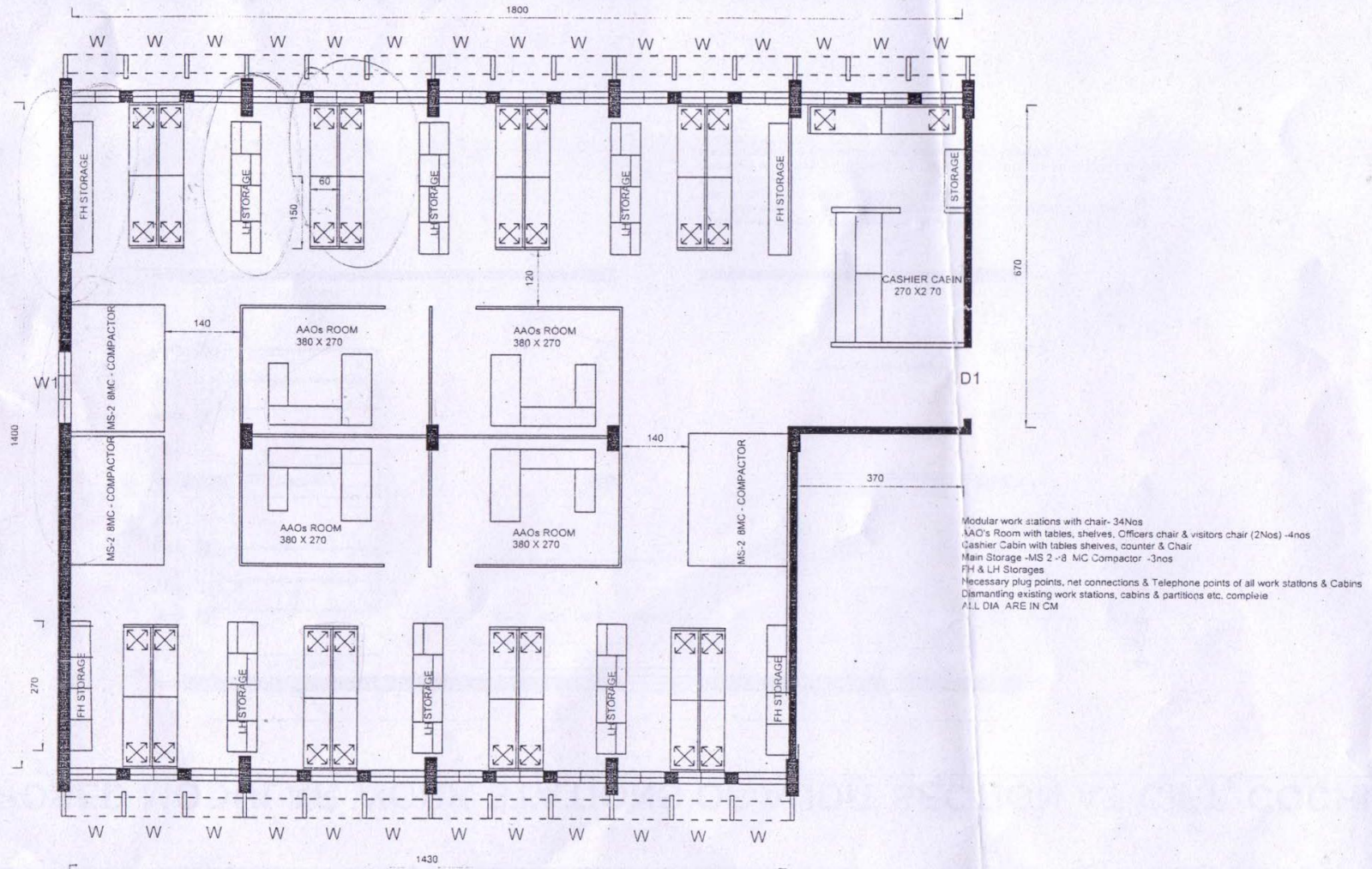
<b>BRIEF DESCRIPTION OF MODULAR WORKING STATIONS &amp; FURNITURE FOR ESTABLISHMENT WING &amp; AUDIT SECTION OF CIFT, COCHIN</b>			
<b>SL NO</b>	<b>ITEM</b>	<b>QTY</b>	<b>UNIT</b>
1	Modular workstations - The frame is made out of $\pm 1.5$ mm and 1mm thick CRCA sheets. All the Frames are duly epoxy powder coated to any color to a thickness of 50-60 microns. The horizontals and verticals of the frames are welded together at different heights so as to facilitate the wire management system running within the frame. All table tops are made up of $\pm 25$ mm Plain particleboard with post forming of $\pm 0.8$ mm laminate on top and 1.0mm balancing laminate at bottom. Legs are made of $\pm 25$ mm Pre-laminated particleboard with PVC edge banding .Specially designed powder coated M.S. brackets fixed to the partition frame support the table tops and gable ends. Dimension:-Table top of size 1500x600mm with side and front partition up to a height of $\pm 1100$ mm.- Mobile drawer of size 400mm x 450mm x 710mm with same PLPB, Including necessary cabling works of good quality ISI mark electrical wiring/connections (3socket), telephone cabling & , internet connctions , making good the walls & floors and removal of all existing working stations/cabins etc. complete.	44	Nos
2	Cash Counter Modular type consisting of the following 25MM THICK PLPB TOP (SIZE-1350X600) - 2 Nos 18MM THICK PLPB MODESTY (SIZE-1350X600MM) - 2 Nos 18MM THICK PLPB LEG (SIZE-600X725MM) - 3 Nos 25MM THICK PLPB Service Top (SIZE-2700X450MM) 3 DRAWER MOBILE PEDESTAL IN PLPB (SIZE-400X450X680MM) - 2 Nos	2	Nos
3	Premium table -Modular top with 25mm particle board with lamination & melamine coating on both sides.Top 25mm Nyatoh(teak) with duck nose and 0.35mm side lamination edging.All verticle legs 16mm dark grey with 0.3mm dark grey PVC edging.Table-1500x900x750mm.With three drawer mobile pedestal of size:- 400x485x665mm.Side table width 600mm , L-100mm and same heigh & maerial twith CPU Trolley.	5	Nos
4	P/F SOLID PARTITIONS1.2m ht. & 1.2m ht. 10mm toughened glass for officers cabins & cash counter made out of 2"x1 1/2" salwood section framework 60cm" c/c upto 120cm & 120cm c/c upto balance 1.2m both ways treated with antitermite solution, covered with 12 mm thk commercial ply wood. 1mm thk laminate/mica fixing on inside of panel with 1.5 mm thk grooves in panel as per the design with provision of the openings in the panel for switch boards, box and cuts in frame for carrying conduits if necessary and fixing 1.0 mm laminate on the outside face of shade and colour as per colour scheme given .size and drawing. All provisions to be made for all electrical, networking boxes onto partition framework at required heights/levels with necessary additional supports as directed.	6	Nos



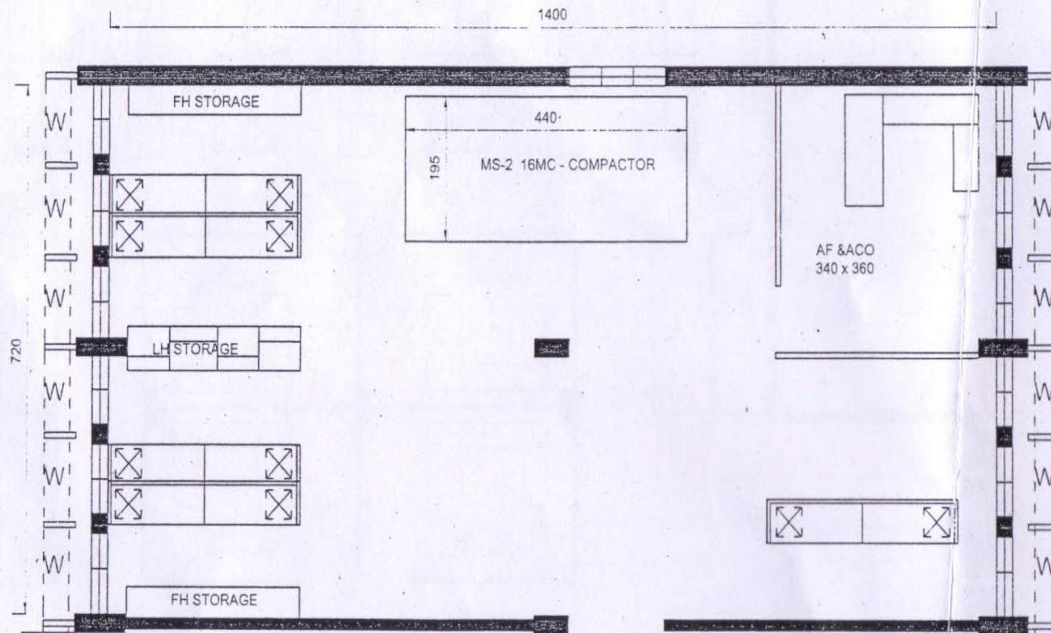
5	TOUGHENED GLASS DOOR : Providing & fixing door of overall size of (900 mm x 2100 mm x 12mm Thick ) Rates to include cost of heavy duty floor spring, concealed dead lock as approved, 12" S.S modern type Handles and all required hardware complete as directed.The rate is inclusive of all related civil works etc as required.	5	Nos
6	Solid door of size - 750mmx2100mm - need to fixed on outside of opening of strong room entry door. Thickness of flush door will be of 35mm with froosty white laminate from both side.Having provision of good quality modern type latch , handle , tower bolt , door stopper, regular aldop - outer & inner	1	Nos
7	FILE STORAGE CABINETS low height 2700mm x 750 Storages The storage units shall have shutters made in ±19mm PLPB and finished in laminate of approved shade including top. The storage units shall have intermediate shelves made in ±19mm thick PLPB with matching lipping. This also includes providing necessary hardware like handles, soft close hinges, locks, tower bolts etc of approved make.	8	Nos
8	FILE STORAGE CABINETS low height 2700mm x 2100mm Storages The storage units shall have shutters made in ±19mm PLPB and finished in laminate of approved shade including top. The storage units shall have intermediate shelves made in ±19mm thick PLPB with matching lipping. This also includes providing necessary hardware like handles, soft close hinges, locks, tower bolts etc of approved make.	6	Nos
9	<b>Storage Compactors (8 MC 3nos, 16MC 1no):</b> Main body to be of made out of thick CRCA steel with 1.0 mm thickness. All parts of body are powder coated with a thickness within 60-80 microns. Each unit to have 5 loading levels. The body size should be H 1980 X D 457 X W 915. The body including shelves have to be given anti-rust surface treatment and to be powder coated. Shelves are to be 0.8 mm thick CRCA steel. Load bearing capacity per shelf – minimum 70 Kg. Centralized locking arrangements have to be provided. The track & trolley system should be provided with anti-topple arrangement, to ensure that each individual body moves without any chance of toppling or dislocation. Rubber studs are to be provided to minimize noise emission and prevent scratches during movement of individual bays. as per drawings, rate should be quoted total compactors.	1	Nos
	<b>Chair</b>		
10	Good quality Executive Chair made up of fabric finishing with adjustable type head-rest made of PU foam with Polypropylene cover at back . Over all dimension 1250mm H X 720 mm W X 720 mm D or nearest available size. Mechanism with Center Tilt,Seat & Back are fixed together and the whole structure moves together in one direction with Upright position Lock. The under structure of Revolving Pedestal with Chrome plated Steel base etc. complete.	5	Nos

11	Executive Chair made up of fabric finishing. Fixed arm rest made up of poly propylene. Over all dimension shall be 960mm H X 720 mm W X 720 mm D or nearest available size . Mechanism with Center Tilt,Seat & Back are fixed together and the whole structure moves together in one direction with Upright position Lock. The under structure of Revolving Pedestal with Chrome plated Steel base etc. complete.	44	Nos
12	Visitors Chair seat to be made of High Resilience polyurethane foam , covered with netted fabric & Back made of metal frame duly covered with netted fabric . The Arm rests are to be made of Polypropylene. Mounted on tubular structure of with chrome plated Dimension-880mm(H)X600mm(W)X600mm(D) or nearest available size.	10	Nos

# PROPOSED MODULAR WORK STATIONS OF ESTT. WING AT CIFT, COCHIN



# PROPOSED MODULAR WORK STATIONS OF AUDIT SECTION AT CIFT, COCHIN



- Modular work stations with LH shelves & chair- 10Nos
- AF & ACO Room with tables, shelves, Officers chair & visitors chair (2Nos) -1nos
- Main Storage -MS 2 - 16 MC Compactor -1nos
- FH & LH Storages
- Necessary plug points, net connections & Telephone points of all work stations & Cabins
- Dismantling existing work stations, cabins & partitions etc. complete
- ALL DIA ARE IN CM

## Online Bid Submission Details

### Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online in Two Covers as explained below:-

<b><u>COVER - I</u></b>			
(Following documents to be provided as PDF file)			
S.No.	Documents	Content	File Types
1.	Technical Bid	Make, Model No., Specification, Warranty etc. of the item quoted in the letterhead with its supporting documents.	.PDF
2.		Full Address/contact details, Copy of GST Registration, Income Tax PAN in case of Indian Agents quoting for foreign PEM.	.PDF
3.		Bid Security Declaration sign and stamp of the bidder.	.PDF
4.		Self-declaration in letter head that the bidder is the Prime Equipment Manufacturer (PEM), Authorized Dealership license issued from the Prime Equipment Manufacturer (PEM), in case of dealers, Users list.	.PDF
5.		Details of technical support and servicing facility available locally and nationally	.PDF
<b><u>COVER - II</u></b>			
S.No.	Types	Content	File Types
1.	Financial Bid	Price bid (BOQ) to be filled in Excel format as per instructions given in price bid	.xls

All the documents and BOQ has to be digitally signed by the bidder.

**Asst. Admn. Officer (P)  
For Director**