



Government of India
Ministry of Home Affairs
Office of the Registrar General, India
2/A, Man Singh Road, New Delhi – 110 011

Tender Notice No. D-14011 / 1 / 2010 - GS

Dated: 12.01.2010

Sealed Tenders are invited in two bid system (Technical Bid & Financial Bid) from reputed manufacturers or their authorized dealers, **fulfilling the following minimum eligibility criteria and as per the terms & conditions given below**, only on prescribed form at **Annexure-III-A & III-B** for supply and fixing of Work Stations and Chairs etc. at the specified Data Centre in different State Directorates of Census Operations.

1. **ELIGIBILITY CRITERIA FOR BIDDERS:** The Bidders intending to participate in the tender process should fulfill the following minimum eligibility criteria:
 - (a) Average Annual Turnover of the Bidder should be more than Rs.4.00 Crore for the last three years (2006-07, 2007-08, 2008-09) from sales of furniture. Audited Balance Sheets and Income Tax Returns for 2006-07, 2007-08, 2008-09 as support paper should be submitted along with the Technical Bid;
 - (b) The Bidder must have undertaken and successfully completed at least three such important projects (providing & fixing of work stations & furniture) during last three years (2006-07, 2007-08, 2008-09), each valuing more than Fifty Lakhs, for the offices of Government of India / State Governments / Public Sector Undertakings / any other reputed companies & private concerns. Copies of such Work Orders during last three years and work completion certificates should be submitted along with the Technical Bid;
 - (c) The Bidder should have authorized Dealers / Branches at each State capital/location (at which furniture are required) with well equipped workshop to undertake supplies as per requirement and provide maintenance services during warranty period in case of any complaint. Addresses of authorized Dealers / Branches at each State capital are to be enclosed with Technical Bid.
 - (d) The company should be ISO 9001 certified. A copy of the said Certificate is to be enclosed with Technical Bid.
 - (e) The Bidder should be in a position to supply and fix the required materials at the specified Data Centres within 30 days of the supply order.

Note: The Bidder should not have been blacklisted by any Central Government / State Government Offices / PSUs.

2. **SCHEDULE OF OFFER:** Sealed Tenders are invited for the supply and fixing of Materials as indicated in the attached schedule of Quantity at **Annexure – I** and as per the prescribed specification of materials (Schedule of Specification of Materials) at **Annexure - II**.

Note: Valuation of Bids will be done on the basis of estimated quantity of materials (Schedule of Quantity) contained in Annexure-I and Rates of the materials quoted by successful Bidder. Also, if there is a discrepancy between the unit price (rate) and total amount that is obtained by multiplying the unit price and estimated quantity, the unit price or the total amount, whichever is beneficial to the Purchaser, shall be taken into consideration.

3. **AVAILABILITY OF TENDER DOCUMENT:** Tender Document can be obtained from the Office of the Registrar General, India, 2-A, Mansingh Road, New Delhi on payment of Rs.500/- (non-refundable) in cash or in A/c payee Demand Draft drawn in any Nationalised Bank in favour of **“Pay & Accounts Officer (Census)” payable at ‘New Delhi’**. The same can also be downloaded from www.censusindia.gov.in (Tender). However, in this case the Bidder is required to enclose an A/c payee Demand Draft of Rs.500/- (non-refundable) drawn in any Nationalised Bank in favour of **‘Pay & Accounts Officer (Census)’ payable at ‘New Delhi’** failing which the bid shall not be entertained.
4. **DUE DATE & DATE OF OPENING OF BIDS:** Due date for submission of offer is on or before **3.00 P.M. on 01.02.2010** at **Office of the Registrar General, India, 2-A, Man Singh Road, New Delhi-110011**. Offers received after due date and time of submission shall not be considered.

The Technical Bids will be opened on 01.02.2010 at 4.00 P.M. The Financial Bids will be opened on 04.02.2010 at 3.00 P.M. only in respect of those tenderers who qualify in the Technical bid.

5. **OFFERS:** Intending firms should submit their Technical Bids and Financial Bid in prescribed proforma at Annexure-III-A and Annexure-III-B respectively in separate sealed covers duly superscribed as **“Technical Bid for Work Stations and Chairs etc. at the Data Centres”** and **“Financial Bid for Work Stations and Chairs etc. at the Data Centres”** as the case may be and should be put together in a bigger sealed cover. It should be addressed to the purchaser i.e. **“The Under Secretary (HQ), Office of the Registrar General, India, 2-A, Man Singh Road, New Delhi-110011”**. If tenders are submitted by hand, then sealed envelope must indicate **TENDER NO. & DUE DATE OF OPENING** and shall be deposited in the **TENDER BOX** provided for the purpose. If the tenders are sent by post, then tender must be sent in double covers. **INSIDE COVER** should have **TENDER NO. & DUE DATE OF OPENING AND SEALED** while **OUTSIDE COVER** should only bear address of the purchaser without mentioning tender number & due date of opening and need not be sealed. **TELEGRAPHIC/FAXED QUOTATIONS SHALL NOT BE ACCEPTED.**

4. **RATES:** Rates should be indicated in both FIGURES & WORDS including charges like all taxes, loading-unloading, installation, freight etc. The rates quoted must be firm till delivery.
5. **VALIDITY:** Prices quoted must remain firm and offer should remain open for acceptance for 180 days from the date of opening of Financial Bid.
6. **ERASING, OVER-WRITING AND CORRECTIONS:** Erasing, over-writing and corrections should be authenticated by the tenderer's signature. In case this has not been done, such offer is likely to be rejected. All pages in Technical / Financial Bid document & its enclosures are to be signed & stamped and then be serially page numbered by the 'Tenderer'.
7. **DELIVERY / COMPLETION SCHEDULE:** Within 30 days from the date of issue of Purchase Order / Job Assignment. Priority of work is to be decided by the Purchaser and the successful Bidder is to execute the same accordingly.
8. **LATE DELIVERY:** In case supplies are made after expiry of the delivery schedule then this office reserves the right to recover liquidated damages @ 0.5% of residual job value per week. However, if the supplies are not effected within a period of 30 days from the scheduled date, the purchase will be made as per the condition laid in para 11.
9. **RISK PURCHASE:** In case of failure to complete work within the stipulated schedule, as per para 8, this office reserves the right to undertake risk purchase at the cost of DEFAULTER. Any additional expenditure so incurred in undertaking risk purchase shall be recovered from the Defaulter. In this context, the office also reserves the right to cancel part of the order and undertake risk purchase for the cancelled quantity depending on the need.
10. **EARNEST MONEY DEPOSIT (EMD):**
EMD is to be enclosed with Technical Bid. Conditions regarding deposit of EMD are as given below:
 - a. Bidders are required to deposit Rs. 300000.00 (Rupees Three Lakh) towards EMD in the form of Account Payee Demand Draft/Pay Order of any Nationalised / Scheduled Bank drawn in favour of "**Pay & Accounts Officer (Census)**" payable at "**New Delhi**" along with Technical Bid.
 - b. Any bid without Earnest Money will be rejected by the Purchaser as non responsive.
 - c. Unsuccessful Bidder's Earnest Money will be discharged / returned as promptly as possible as but not later than 30 days after the expiration of the period of bid validity prescribed by the Purchaser.
 - d. The successful Bidder's Earnest Money will be returned after receipt of "Performance Security" from the Bidder or be adjusted towards "Performance Security" as per the condition laid in para 11.
 - e. No interest will be payable by the Purchaser on the amount of the Earnest Money.

- f. **Failure of the successful Bidder to comply with the requirement / job order shall constitute sufficient grounds for the annulment of the award and forfeiture of the EMD, in which event the purchaser may make the award to the next lowest evaluated Bidder at the risk and cost of the successful Bidder.**
11. **PERFORMANCE SECURITY:** The successful Bidder awarded with the job shall be required to deposit Performance Security equivalent to 10% of the total value of the work order rounded up to next thousand within seven days from the date of receipt of work order, in the form of Account Payee Demand Draft / Bank Guarantee from a Nationalised / Scheduled Commercial Bank in favour of “Pay & Accounts Officer (Census)” payable at New Delhi. On request of the Bidder, the Earnest Money Deposit will be adjusted against the Security Deposit payable by the bidder and bidder shall deposit the balance amount in the prescribed mode and specified time limit. If the Security Deposit is not paid within time specified, the Earnest Money Deposit of the bidder shall be forfeited. In such case, the ORGI shall be entitled to get the work executed from elsewhere and recover the consequential loss sustained from the bidder due to getting the work executed either through some other bidder or through the bidder selected through the process of re-tendering. The “Performance Security”, shall be released by the Registrar General, India after the warranty period of 12 months. No interest will be payable for “Performance Security”. In the event of non-providing the services, the Performance Security shall be forfeited to the extent the services are not provided. Further, if the Purchaser has to get the services from any other Bidder because of failure to provide in full or part by the successful Bidder, the difference in payment may be made from such amount. Also, the amount retained towards “Performance Security” is subject to forfeiture if it is found at any point of time during warranty period that the materials used by the Supplier are not in conformity to the accepted specification by the Purchaser.
12. **PAYMENT:** Payment would be released against actual deliveries on completion of work by the Supplier at different destinations to the satisfaction of the Purchaser.
13. **SALES TAX / VAT CLEARANCE CERTIFICATE:** A copy of latest sales tax / VAT clearance certificate duly self-attested should be submitted along with offer.
14. **BANK CHARGES:** Bank charges, if any, shall be borne by the successful tenderer.
15. **DELIVERY & INSTALLATION:** The material should be properly delivered in conformity with the specification and properly installed to the satisfaction of the concerned authority.
16. **LATE OFFER:** Any offer received after due date and time of opening will not be acceptable.
17. **ATTENDING TENDER OPENING:** The representative of the tenderer who wishes to attend to the tender opening is allowed to do so subject to presenting authorization letter from the tenderer.

18. **PROVEN SUPPLIER:** Please enclose copies of at least three work orders and Completion Certificates received by the tenderer from offices of Government of India / State Governments for supply & fixing of Modular Furniture and Partitions etc. valuing more than 50 lakhs in each case during last 3 (three) years as proof of proven vendor.
19. **GUARANTEE / WARRANTY:** The materials should carry minimum Guarantee / Warranty for 12 months from the date of completion of work. Those giving warranty coverage for additional period will be given preference.
20. If any complaint from any office/Ministry in Government of India or State Governments, regarding non-supply or supply of poor quality materials and non replacement of the poor quality materials to the satisfaction of purchaser, comes to our knowledge, the offer will be rejected.
21. **AWARD CRITERIA:** The purchaser shall award the Job Contract to the successful Bidder whose bid has been determined to be responsive and has been determined as the lowest evaluated bid on the basis of quoted rates for the estimated quantity of materials (ANNEXURE-I), provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily. The Purchaser shall however not bind to accept the lowest or any bid and reserves the right to accept any bid, wholly or in part. The Purchaser at its absolute and sole discretion reserves the right to award contract to one or more than one Bidders for the purpose as may be necessary or expedient. Also, the Purchaser reserves the right to enhance / reduce the supply quantity at any location up to 25% of the estimated quantity.
22. **PURCHASER'S RIGHT TO ACCEPT ANY BID AND REJECT ANY OR ALL BIDS:** The Purchaser reserves the right to accept any bid, and to annul the Tender Process and reject any or all bids without assigning the reasons therefor at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders on the grounds for the Purchaser's action.
23. **ARBITRATION:** Any dispute or difference arising between the ORGI and the bidder to any matter pertaining this Tender, related work order and payment shall be referred to the sole arbitration by an Arbitrator appointed by the Registrar General, India & Census Commissioner or any person nominated by him. The decision of the Arbitrator shall be final and binding on the parties subject to the proviso that the Arbitrator shall give reasoned award.

SPECIAL NOTE:

1. Any ambiguity in the offer may lead to disqualification.
2. Conditional offer shall be summarily rejected.

(Purnendu Kant)
Under Secretary (HQ)
Office of the Registrar General, India,
2-A, Man Singh Road, New Delhi-110011.

REQUIREMENT OF MATERIALS (SCHEDULE OF QUANTITY)

S. No.	Description of materials	Unit	Estimated Qty	Rate	Total Amount
A	Data Centre - Bangalore (Directorate of Census Operation, Karnataka, 7th Floor, E&F Wing, Kendrya Sadan, 17th Main Road, IInd Block, Koramangala, Bangalore-560034)	-	-	-	-
A.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Padedrial CPU Trolley & KBT with mouse pad but without drawer.	-	-	-	-
A.1 (i)	5 clusters of 10 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 5 workstations in each row.	No. of Work station	50		
A.1 (ii)	2 cluster of 5 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row wall facing having 5 workstations in each row.	No. of Workstation	10		
A.2	L-Shape Work Station (Size- 1200mm Length x 1200mm Width x 750mm Height) with Pedestal CPU Trolley, KBT with mouse pad and with pedestal drawer unit.	-	-	-	-
A.2 (i)	1 clusters of 8 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other having 4 workstations in each row.	No. of Workstation	8		
A.3	L-Shape Work Station (Size- 1500mm Length x 1500mm Width x 750mm Height) with Pedestal CPU Trolley, KBT with mouse pad and with pedestal drawer unit. Each workstation will be separate without any partition.	No. of Workstation	2		
A.4	Computer chairs		77		
B	Data Centre, Bhopal (Directorate of Census Operation, Madhya Pradesh, Janganana Bhawan, Area Hills, Jail Road, Bhopal – 462004)	-	-	-	-
B.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Padedrial CPU Trolley & KBT with mouse pad but without pedestal drawer unit.	-	-	-	-
B.1 (i)	2 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have one row wall facing having 4 workstations in each row.	No. of Workstation	8		
B.1	1 cluster of 6 workstations with partition of 450	No. of	6		

(ii)	mm height from table top between two workstations. The cluster will have one row wall facing having 6 workstations in the row.	Workstation			
B.2	Computer Chairs		117		
C	Data Centre, Chennai (Directorate of Census Operation, Tamil Nadu, "E" Wing, III Floor, Rajaji Bhawan, Besant Nagar, Chennai – 600090)	-	-	-	-
C.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestrial CPU Trolley & KBT with mouse pad but without pedestal drawer unit.	-	-	-	-
C.1 (i)	2 clusters of 6 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 3 workstations in each row.	No. of Workstation	12		
C.2	Computer Chairs		84		
D	Data Centre, Delhi (West Block - I, R. K. Puram, New Delhi – 110066)	-	-	-	-
D.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestrial CPU Trolley & KBT with mouse pad but without drawer.	-	-	-	-
D.1 (i)	4 clusters of 20 workstations with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 10 workstations in each row.	No. of Workstation	80		
D.1 (ii)	1 cluster of 7 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row wall facing having 7 workstations in the row.	No. of Workstation	7		
D.1 (iii)	2 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have one row wall facing having 4 workstations in the row.	No. of Workstation	8		
D.1 (iv)	3 clusters of 3 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have one row wall facing having 3 workstations in the row.	No. of Workstation	9		
D.2	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestal CPU Trolley & KBT with mouse pad but without pedestal drawer unit.	-	-	-	-
D.2 (i)	Separate workstations without partition..	No. of Workstation	4		
D.3	L-Shape Work Station (Size- 1200mm Length x 1200mm Width x 750mm Height) with Pedestal CPU Trolley, KBT with mouse	-	-	-	-

	pad and one pedestal drawers unit.				
D.3 (i)	7 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 2 workstations in each row.	No. of Workstation	28		
D.4 (i)	L-Shape Officer's Work Station (Table Size- 1500mm Length x 1500mm Width x 750mm Height with with Pedestal CPU Trolley, KBT with mouse pad and one pedestal drawers unit. Each workstation will be separate without any partition.	No. of Workstation	4		
D.5	Computer Chairs		150		
E	Data Centre, Kolkata (Directorate of Census Operation, New Building at Salt Lake, Kolkata)	-	-	-	-
E.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestal CPU Trolley & KBT with mouse pad but without pedestal drawer units.	-	-	-	-
E.1 (i)	1 cluster of 16 workstations with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 8 workstations in each row.	No. of Workstation	16		
E.1 (ii)	4 clusters of 8 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 4 workstations in each row.	No. of Workstation	32		
E.1 (iii)	6 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 2 workstations in each row.	No. of Workstation	24		
E.1 (iv)	1 cluster of 11 workstations with partition of 450 mm height from table top between two workstations. The cluster will have two rows facing each other and having 5 workstations in one row and 6 workstations in opposite row.	No. of Workstation	11		
E.1 (v)	1 cluster of 7 workstations with partition of 450 mm height from table top between two workstations. The cluster will have two rows facing each other having 3 workstations in one row and 4 workstations in opposite row.	No. of Workstation	7		
E.1 (vi)	1 cluster of 6 workstations with partition of 450 mm height from table top between two workstations. The cluster will have two rows facing each other and having 3 workstations in each row.	No. of Workstation	6		
E.1 (vii)	Separate workstations without partition.	No. of Workstation	5		
E.2	Computer Chairs		108		

F.	Data Centre, Hyderabad (Directorate of Census Operation, Andhra Pradesh, Posnett Bhavan, Tilak Road, Hyderabad – 500001)	-	-	-	-
F.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestal CPU Trolley & KBT with mouse pad but without drawer.	-	-	-	-
F.1 (i)	3 clusters of 3 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have one row wall facing and having 3 workstations in each row.	No. of Workstation	9		
F.1 (ii)	2 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have one row wall facing and having 4 workstations in each row.	No. of Workstation	8		
F.2	Computer Chairs		100		
G.	Data Centre, Chandigarh (Directorate of Census Operation, Chandigarh (U.T.), Jagananna Bhawan, Plot No. 2-B, Sector 19-A, Chandigarh – 160019)				
G.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestal CPU Trolley & KBT with mouse pad but without drawer.	-	-	-	-
G.1 (i)	7 cluster of 8 workstations with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 4 workstations in each row.	No. of Workstation	56		
G.1 (ii)	1 clusters of 6 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 3 workstations in each row.	No. of Workstation	6		
G.1 (iii)	1 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 2 workstations in each row.	No. of Workstation	4		
G.1 (iv)	2 cluster of 4 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row wall facing and having 4 workstations in one row.	No. of Workstation	8		
G.1 (v)	1 cluster of 5 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row wall facing and having 5 workstations in one row.	No. of Workstation	5		
G.1 (vi)	Separate workstations without partition.	No. of Workstation	2		
G.2	Rectangular Work Station (Size- 1200mm	-	-		

	Length x 600mm Width x 750mm Height) with Pedestal CPU Trolley, KBT with mouse pad and one pedestal drawers unit.				
G.2 (i)	2 cluster of 2 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row wall facing and having 2 workstations in each row.	No. of Workstation	4		
G.3 (i)	L-Shape Officer's Work Station (Table Size-1500mm Length x 1500mm Width x 750mm Height with Pedestal CPU Trolley, KBT with mouse pad and one pedestal drawers unit. The workstation will be separate without any partition.	No. of Workstation	1		
G.4	Computer Chairs	-	91		
H.	Data Centre, Patna (Directorate of Census Operation, Data Processing Division, Ashok Raj Path, Patna – 800004)	-	-	-	-
H.1	Computer Chairs		125		
I.	Data Centre, Lucknow, (Directorate of Census Operation, DDE Centre, 2 nd Floor, Lekhraj Dollar, Indiranagar, Lucknow – 226016)	-	-	-	-
I.1	Computer Chairs		127		
J.	Data Centre, Jaipur (Directorate of Census Operation, 6-B, Jhalana Dungari, Jaipur – 302004)	-	-	-	-
J. 1	Computer Chairs		88		
K.	Data Centre, Pushpa Bhawan (D. P. Division, "E" Wing, II Floor, Pushpa Bhawan, New Delhi – 110066)	-	-	-	-
K. 1	Computer Chairs		47		
L.	Data Centre, Guwahati (Directorate of Census Operation, Assam, G. S. Road, Ulubari, Guwahati – 781007)	-	-	-	-
L. 1	Computer Chairs		57		
M.	Data Centre, Mumbai (Directorate of Census Operation, Maharashtra, Exchange Building, 2 nd Floor, Sir Shivsagar Ramgulam Marg, Ballard Estate, Mumbai – 400001)	-	-	-	-
M. 1	Computer Chairs		133		
N.	Data Centre, Bhubaneswar (Directorate of Census Operation, Orissa, Unit-IX, Janpath, PO: Bhoi Nagar, Bhubaneswar – 751022)	-	-	-	-
N. 1	Computer Chairs		55		
O.	Data Centre, Trivendrum (Directorate of Census Operation, C. G. O. Complex, Poonkulam, Vellayani P. O., Trivandrum – 695522)	-	-	-	-
O. 1	Computer Chairs		46		

SCHEDULE OF SPECIFICATION OF MATERIALS

Sl. No.	Name of the Items	Detailed Specification including make etc.
1	Work Station & Partition	<p>Providing and fixing of Modular Workstations, which could be dismantled and reassembled at the same or some other places, as per the following technical requirements:</p> <p>Worktop: Worktop shall be made of 20-25mm thick pre-laminated particle board interior grade of approved shade. Bottom shall have a backing laminate of minimum 0.6mm thickness. All exposed/unexposed edges of work surface shall be provided with machine pressed 2mm thick PVC lipping glued with hotmelt EVA glue, preferably matching with worktop.</p> <p>Partition:</p> <ul style="list-style-type: none">(a) The Partition shall be 60 to 65 mm thick for clusters of 12 and above workstations and 50-55 mm thick for clusters of less than 12 workstations with Height 1200mm from ground & 450 mm from table top.(b) The Length of front and side panel partition will be same as per the Length and Width of the Worktop.(c) The partition frame will comprise of two vertical uprights, a top horizontal tube and a bottom C Channel as welded structure. The frame will be of steel. All steel parts including frames shall be pretreated for anti-corrosion treatment followed by epoxy powder coating in standard black colour.(d) Under structure comprises of skirting level and intermediate raceways for laying computer cables and electrical wiring respectively, which should be capable to carry 15-20 cables in the bottom horizontal and 6-9 cables in the intermediate level.(e) The partitions shall be finished with curved aluminum trims. <p>Tiles: The frame should be clamped with pre-laminated (both sides) removable tiles of 10 mm thickness of approved shades.</p>
2	Pedestal CPU Trolley	<p>The CPU Trolley will be made of MS with powder coating with 4 nos. of twin castors (out of which at least 2 nos. lockable) and adjustable with facility to have the desired size for proper function i.e. the unit shall be complete as per direction and satisfaction of the purchaser.</p>

3	KBT (Key Board Tray)	Single Keyboard Tray of 650mm (L) x 375mm (W) of 18-20mm thickness, made of Pre-laminated particle board, capable of holding standard Keyboard and mouse pad together.
4	Drawer Unit	Three-drawer unit of size 450mm(W) x 450mm(D) x 700mm(H) (appropriate height suitable for the workstation) made of 22 gauge CRCA steel sheet powder coated or 18mm thick pre-laminated MDF board, drawer made from having combination of 2 box (150mm & 100mm height each) and one Filing Drawer (Balance height) with heavy duty smooth slide arrangement in each of the 3 drawer for trouble free performance, 4 nos. of adjustors and single lock for multi drawers.
5	Chairs	Chairs having Back size of 49 cm (W) x 47cm (H) and Seat size of 49cm(W) x 44cm(D). It shall be 5-prog base with twin wheel castors and mechanically height adjustment system with fixed back support. The back and seat will be made of plywood, upholstered with fabric and moulded Polyurethane (PU) foam with PVC lipping all around. The armrest tops will be moulded from black Polypropylene and fitted to tubular armrest supports.

PRESCRIBED PERFORMA FOR TECHNICAL BID.

With Reference to Tender Notice No. D 14011/1/2010-GS dated 12.01.2010, the undersigned furnishes below / encloses herewith following details / documents as part of 'Technical Bid' for consideration.

1. **Name of the Manufacturer/Dealer** -----
2. **Confirmation regarding supply & fixing of materials as per prescribed Specification of materials (Annexure-II)** -----Yes / No
3. **PERIOD OF VALIDITY OF OFFER PRICE** (in days):
4. **Period of Guarantee / warranty offered for the material:**
5. **DELIVERY SCHEDULE:**
6. **EARNEST MONEY DEPOSIT:** Draft Number:
Date of Issue:
Name of the Bank:
7. **DOCUMENTS ENCLOSED:** (Copies are to be self attested / stamped)
 - (a) Cash Receipt of Rs. 500/- from ORGI towards cost of the Tender (if Tender Form purchased) or A/c payee Demand Draft of Rs.500/- (if Tender Form downloaded from Web Site), drawn in any Nationalised Bank in favour of 'Pay & Accounts Officer (Census)' payable at 'New Delhi';
 - (b) EMD of Rs. 300000.00 (Rupees Three Lakh) in the form of A/C payee Demand Draft/Pay Order of any Nationalised / Scheduled Bank drawn in favour of "Pay & Accounts Officer (Census)" payable at "New Delhi";
 - (c) Copies of Audited Balance Sheets of the firm for last three years (2006-07, 2007-08, 2008-09);
 - (d) Copies of Income Tax Returns for 2006-07, 2007-08, 2008-09;
 - (e) A copy of latest sales tax / VAT clearance certificate duly self-attested/stamped;
 - (f) Copies of at least three work orders (providing & fixing of work stations & furniture) valuing more than 50 lakhs /completion certificates during last 3 years (2006-07, 2007-08, 2008-09);
 - (g) List of addresses of authorized Dealers / Branches at different State/UT capitals, from where the items will be supplied/assembled;
 - (h) Copy of the Certificate showing that the tenderer is ISO 9001 certified;
 - (i) Self Certificate duly signed by the tenderer that the tenderer is not currently black listed either by ORGI or any other Central Government / State Government Department / Public Sector Undertaking.

Signature.....

Name.....

Name of the Manufacturer.....

Stamp.....

PRESCRIBED PERFORMA FOR FINANCIAL BID.

With Reference to Tender Notice No D 14011/1/2010-GS Dated...12.01.2010.

1. Name of the Manufacturer/Dealer -----

2. Item-wise Details as per requirement mentioned at Annexure-I:

S. No.	Description of materials	Unit	Estimated Qty	Rate	Total Amount
A	Data Centre - Bangalore (Directorate of Census Operation, Karnataka, 7th Floor, E&F Wing, Kendrya Sadan, 17th Main Road, IInd Block, Koramangala, Bangalore-560034)	-	-	-	-
A.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestrial CPU Trolley & KBT with mouse pad but without drawer.	-	-	-	-
A.1 (i)	5 clusters of 10 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 5 workstations in each row.	No. of Work station	50		
A.1 (ii)	2 cluster of 5 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row wall facing having 5 workstations in each row.	No. of Workstation	10		
A.2	L-Shape Work Station (Size- 1200mm Length x 1200mm Width x 750mm Height) with Pedestal CPU Trolley, KBT with mouse pad and with pedestal drawer unit.	-	-	-	-
A.2 (i)	1 clusters of 8 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other having 4 workstations in each row.	No. of Workstation	8		
A.3	L-Shape Work Station (Size- 1500mm Length x 1500mm Width x 750mm Height) with Pedestal CPU Trolley, KBT with mouse pad and with pedestal drawer unit. Each workstation will be separate without any partition.	No. of Workstation	2		
A.4	Computer chairs		77		
B	Data Centre, Bhopal (Directorate of Census Operation, Madhya Pradesh, Janganana Bhawan, Area Hills, Jail Road, Bhopal – 462004)	-	-	-	-
B.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestrial CPU Trolley & KBT with mouse pad but without pedestal drawer unit.	-	-	-	-

B.1 (i)	2 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have one row wall facing having 4 workstations in each row.	No. of Workstation	8		
B.1 (ii)	1 cluster of 6 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row wall facing having 6 workstations in the row.	No. of Workstation	6		
B.2	Computer Chairs		117		
C	Data Centre, Chennai (Directorate of Census Operation, Tamil Nadu, "E" Wing, III Floor, Rajaji Bhawan, Besant Nagar, Chennai – 600090)	-	-	-	-
C.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestrial CPU Trolley & KBT with mouse pad but without pedestal drawer unit.	-	-	-	-
C.1 (i)	2 clusters of 6 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 3 workstations in each row.	No. of Workstation	12		
C.2	Computer Chairs		84		
D	Data Centre, Delhi (West Block - I, R. K. Puram, New Delhi – 110066)	-	-	-	-
D.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestrial CPU Trolley & KBT with mouse pad but without drawer.	-	-	-	-
D.1 (i)	4 clusters of 20 workstations with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 10 workstations in each row.	No. of Workstation	80		
D.1 (ii)	1 cluster of 7 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row wall facing having 7 workstations in the row.	No. of Workstation	7		
D.1 (iii)	2 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have one row wall facing having 4 workstations in the row.	No. of Workstation	8		
D.1 (iv)	3 clusters of 3 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have one row wall facing having 3 workstations in the row.	No. of Workstation	9		
D.2	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestal CPU Trolley & KBT with mouse pad but without pedestal drawer unit.	-	-	-	-

D.2 (i)	Separate workstations without partition..	No. of Workstation	4		
D.3	L-Shape Work Station (Size- 1200mm Length x 1200mm Width x 750mm Height) with Pedestal CPU Trolley, KBT with mouse pad and one pedestal drawers unit.	-	-	-	-
D.3 (i)	7 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 2 workstations in each row.	No. of Workstation	28		
D.4 (i)	L-Shape Officer's Work Station (Table Size- 1500mm Length x 1500mm Width x 750mm Height with with Pedestal CPU Trolley, KBT with mouse pad and one pedestal drawers unit. Each workstation will be separate without any partition.	No. of Workstation	4		
D.5	Computer Chairs		150		
E	Data Centre, Kolkata (Directorate of Census Operation, New Building at Salt Lake, Kolkata)	-	-	-	-
E.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestal CPU Trolley & KBT with mouse pad but without pedestal drawer units.	-	-	-	-
E.1 (i)	1 cluster of 16 workstations with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 8 workstations in each row.	No. of Workstation	16		
E.1 (ii)	4 clusters of 8 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 4 workstations in each row.	No. of Workstation	32		
E.1 (iii)	6 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 2 workstations in each row.	No. of Workstation	24		
E.1 (iv)	1 cluster of 11 workstations with partition of 450 mm height from table top between two workstations. The cluster will have two rows facing each other and having 5 workstations in one row and 6 workstations in opposite row.	No. of Workstation	11		
E.1 (v)	1 cluster of 7 workstations with partition of 450 mm height from table top between two workstations. The cluster will have two rows facing each other having 3 workstations in one row and 4 workstations in opposite row.	No. of Workstation	7		
E.1 (vi)	1 cluster of 6 workstations with partition of 450 mm height from table top between two workstations. The cluster will have two rows	No. of Workstation	6		

	facing each other and having 3 workstations in each row.				
E.1 (vii)	Separate workstations without partition.	No. of Workstation	5		
E.2	Computer Chairs		108		
F.	Data Centre, Hyderabad (Directorate of Census Operation, Andhra Pradesh, Posnett Bhavan, Tilak Road, Hyderabad – 500001)	-	-	-	-
F.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestal CPU Trolley & KBT with mouse pad but without drawer.	-	-	-	-
F.1 (i)	3 clusters of 3 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have one row wall facing and having 3 workstations in each row.	No. of Workstation	9		
F.1 (ii)	2 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have one row wall facing and having 4 workstations in each row.	No. of Workstation	8		
F.2	Computer Chairs		100		
G.	Data Centre, Chandigarh (Directorate of Census Operation, Chandigarh (U.T.), Jagananna Bhawan, Plot No. 2-B, Sector 19-A, Chandigarh – 160019)				
G.1	Rectangular Work Station (Size- 900mm Length x 600mm Width x 750mm Height) with Pedestal CPU Trolley & KBT with mouse pad but without drawer.	-	-	-	-
G.1 (i)	7 cluster of 8 workstations with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 4 workstations in each row.	No. of Workstation	56		
G.1 (ii)	1 clusters of 6 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 3 workstations in each row.	No. of Workstation	6		
G.1 (iii)	1 clusters of 4 workstations in each cluster with partition of 450 mm height from table top between two workstations. Each cluster will have two rows facing each other and having 2 workstations in each row.	No. of Workstation	4		
G.1 (iv)	2 cluster of 4 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row wall facing and having 4 workstations in one row.	No. of Workstation	8		
G.1 (v)	1 cluster of 5 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row	No. of Workstation	5		

	wall facing and having 5 workstations in one row.				
G.1 (vi)	Separate workstations without partition.	No. of Workstation	2		
G.2	Rectangular Work Station (Size- 1200mm Length x 600mm Width x 750mm Height) with Pedestal CPU Trolley, KBT with mouse pad and one pedestal drawers unit.	-	-		
G.2 (i)	2 cluster of 2 workstations with partition of 450 mm height from table top between two workstations. The cluster will have one row wall facing and having 2 workstations in each row.	No. of Workstation	4		
G.3 (i)	L-Shape Officer's Work Station (Table Size- 1500mm Length x 1500mm Width x 750mm Height with Pedestal CPU Trolley, KBT with mouse pad and one pedestal drawers unit. The workstation will be separate without any partition.	No. of Workstation	1		
G.4	Computer Chairs	-	91		
H.	Data Centre, Patna (Directorate of Census Operation, Data Processing Division, Ashok Raj Path, Patna – 800004)	-	-	-	-
H.1	Computer Chairs		125		
I.	Data Centre, Lucknow, (Directorate of Census Operation, DDE Centre, 2 nd Floor, Lekhraj Dollar, Indiranagar, Lucknow – 226016)	-	-	-	-
I.1	Computer Chairs		127		
J.	Data Centre, Jaipur (Directorate of Census Operation, 6-B, Jhalana Dungari, Jaipur – 302004)	-	-	-	-
J. 1	Computer Chairs		88		
K.	Data Centre, Pushpa Bhawan (D. P. Division, "E" Wing, II Floor, Pushpa Bhawan, New Delhi – 110066)	-	-	-	-
K. 1	Computer Chairs		47		
L.	Data Centre, Guwahati (Directorate of Census Operation, Assam, G. S. Road, Ulubari, Guwahati – 781007)	-	-	-	-
L. 1	Computer Chairs		57		
M.	Data Centre, Mumbai (Directorate of Census Operation, Maharashtra, Exchange Building, 2 nd Floor, Sir Shivsagar Ramgulam Marg, Ballard Estate, Mumbai – 400001)	-	-	-	-
M. 1	Computer Chairs		133		
N.	Data Centre, Bhubaneswar (Directorate of Census Operation, Orissa, Unit-IX, Janpath, PO: Bhoi Nagar, Bhubaneswar – 751022)	-	-	-	-
N. 1	Computer Chairs		55		

O.	Data Centre, Trivendrum (Directorate of Census Operation, C. G. O. Complex, Poonkulam, Vellayani P. O., Trivandrum – 695522)	-	-	-	-
O. 1	Computer Chairs		46		

Total Amount for all the items: -----

(Total amount for all the items should be indicated both in FIGURES & in WORDS)

I agree to the terms and conditions as mentioned in the Tender Notice no. D 14011/1/2010 dated 12.01.2010 issued by the Government of India, Office of the Registrar General, India, 2-A, Mansingh Road, New Delhi-110011.

Signature.....
Name.....
Name of the Manufacturer.....
Stamp.....