

INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE

2A & 2B, Raja S.C. Mullick Road, Jadavpur, Kolkata-700032

FORMAT OF TENDER

NIT No.: IACS/ADM/2026-27/06

Date:12.05.2026

Sealed tender in two bids system (technical bid and price bid) is invited from bonafide, resourceful and eligible manufacturer/exclusive distributor/vendors for 75 Nos. **high-end Shoe Rack with storage and seating facility.**

Part-I (Technical Bid) of the tender should contain technical specifications in detail as well as commercial terms and conditions. Part-II (Price Bid) should clearly indicate group-wise price, if needed, as mentioned in the technical bid. The Technical Bid and Price Bid are to be submitted in separately sealed envelopes, distinctly marked accordingly and both to be put inside another envelop, that should be sealed and superscribed with tender notice no. and due date. The bidders may submit bids duly signed in their own letterheads.

Completed tender bids should reach the office of **Indian Association for the Cultivation of Science (IACS), 2A & 2B Raja S. C. Mullick Road, Jadavpur, Kolkata-700032** on or before the scheduled date and time specified below:

Tender Notice No.	NIT No. : IACS/ADM/2026-27/06 Date: 12.05.2026
Last date and time of submitting tender	Dt: 02.06.2026, 03.00 PM
Date, time and venue of Pre-bid meeting to discuss technical specification	N/A
Date, time and venue of opening technical bid of the tender	Dt:03.06.2026 , 03.000 PM Venue: IACS
Date, time and venue of opening the price bid of the tender	Will be decided after opening the technical Bid
Contact	Email: admam3@iacs.res.in Tel: 033- 2473-4971

The technical bids will be opened first to judge/evaluate the technical specifications of the said item and thereafter the price bids of only technically qualified bidders will be opened.

Technical Bid Evaluation: The Technical Bids will be evaluated in the presence of the representatives of intending bidders who will be able to clarify technical aspects of their bids, if any, required by the Technical Evaluation Team.

Opening of price-bid: The Price Bids of the bidders qualifying the technical bid will only be opened, the date of which will be intimated to the short-listed bidders at their email addresses. The rest of the bids will be rejected.

Please note that IACS will not provide any accommodation or reimburse any expenses to any of the bidders for attending opening of technical bid.

1. TECHNICAL BID

The technical bid should contain technical specifications and should be kept in a separate sealed envelope duly super scribed as 'TECHNICAL BID' on the outer cover of the envelop as already detailed above. It should be clearly mentioned on the envelope as "Technical Specification for high-end Shoe Rack with storage and seating facility.

Technical Specification for high-end Shoe Rack with storage and seating facility.

Warranty: 1 year

Service Facility: Supplier should mention the details of their service setup and man powers in Kolkata, WB.

Technical compliance chart should be provided following format:

Tender will not be accepted if the technical compliance chart is not provided following the bellow format.

Sl. No.	Features	Specification
1	Dimensions W x H x D	80 x 46 x 39.5 (Cm)
2	Finish Color:	Cola Rain
3	Weight:	40.00 kgs.
4	Shoe Capacity:	10 Pairs
5	Delivery Condition	Knock Down
6	Finish	Machine made Factory finish
7	Primary Material:	Wood
8	Primary Material Subtype & thickness:	Engineered Wood, Melamine faced chipboard, 16mm thick
9	Top (Seat dimension W x H x D)	Leatherette upholstered HD foam (40D) Seat, 76.5 x 43 x 4.5 (Cm)
10	Internal Layout	1 divider, 1 shelf (4 equal chambers)
11	Accessibility	Grove style handles (No protruding out knob, hinge, handles)
12	Ventilation	Direct airflow from back

Sr. No	Tender specification	Your offered item specification	Extent of compliance

2. PRICE BID

The financial bid indicating (item-wise, if required) price for the item(s) mentioned in the technical bid should be kept in a separate sealed envelope duly superscribed as 'PRICE BID' on the outer cover of the envelop as already detailed above. Price bids of only technically qualified bidders will be opened and the corresponding manufacturer/exclusive distributor/vendors will be intimated the date and time of the opening of price bid at their e-mail ids. Rest of the bidders will stand rejected.

PRICE: Price to be quoted on INR (The Indian Rupee) including supply, installation, placement, Taxes etc. in the below format on bidders letterhead:

Sl. No.	Quoted Item Name	HSN Code	Quantity	Unit	Rate (Rs.)	GST (@18%)	Rate Inclusive GST	Amount (All inclusive)
---------	------------------	----------	----------	------	------------	------------	--------------------	------------------------

3. BID SECURITY:

a. An Account payee Demand Draft/Pay Order for Rs. 18500.00 (Eighteen thousand five hundred only) drawn in favor of “Indian Association for the Cultivation of Science (State Bank of India, Jadavpur University Branch, A/C No. 11079699211, IFSC: SBIN0000093, MICR Code: 700002048)” is to be furnished by the bidders except those who are registered with the Central Purchase Organizations, National Small Industries Corporation or the concerned Ministry or Department. Bid Security money or Earnest Money Deposit (EMD) may also be deposited in Bank Guarantee or any other acceptable form.

b. The Demand Draft for the Bid-Security should have at least 90 (ninety) days validity period from the date of opening of the bids.

c. In case of non-award of the work the Bid Security money would be returned to the unsuccessful Bidders.

4. PERFORMANCE SECURITY:

- An Account Payee Demand Draft of 3% of the order value in the name of “Indian Association for the Cultivation of Science” is to be furnished by the successful bidder as Performance security. Performance security money should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. Bid security money or EMD will be refunded to successful bidder on receipt of the Performance security money.

INSTRUCTIONS TO BIDDER

1. Validity of tender: Tender submitted should remain valid for at least six months from the date of opening the tender. Validity beyond six months from the date of opening of the tender shall be lapsed by mutual consent.

2. The tender should accompany a compliance chart.

3. Incomplete and conditional tenders as well as tenders received after the due date will be summarily rejected without assigning any reasons thereof.

4. At any time prior to the bid due date, IACS may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder during pre-bid meeting, modify the bidding documents. The amendment(s) will be notified on the institute website. Prospective bidders are advised to occasionally visit the website (www.iacs.res.in/tender) for any amendment.

5. 100% payment after delivery or 90% after delivery in case of LC.

6. The bidder and OEM should submit declaration of Non debarment or no Blacklisting from any Govt. semi government, quasi-Government or any Govt. undertaking organization (Declaration through Affidavit on-non-judicial stamp paper of 100/- duly attested by Notary).

7. Bidder must submit copy of Factory License of OEM, Income tax Return of the last Five Financial years. Professional Tax Registration along with the updated challan and clearance certificate and Certificate of Registration with EPF and ESI and OEM’s list of tools and machinery, duly certified by any competent authority.

8. Items must be supplied from ISO 9001:2015, 45001:2018, 14001:2015, 50001:2018 (All ISO certificates should be from IAF/NABCB recognized accreditation body and they should cover parameters i.e. Design, Development, Manufacture, Procurement, Marketing, Export, Sales, Supply, Servicing of Home & Institutional Furniture, Accessories, Related Products, Interiors and Provide Solutions for Home & Workspace.) certified companies which manufacture various products certified with BIFMA Level 2 (attach screen from www.bifma.org website). Green Guard (UL), IAQ-conforming to indoor advantage gold, AIOTA, IGBC Platinum and GRIHA V.2019: 30 and whose Factory is certified with Certificate of Zero waste landfill by Greenco & approved by CII and Water positive index verification certificate by TUV
9. Installation/Demonstration/Application training at site: Installation & user training at IACS, free of cost by the supplier.
10. Service facility: In India, preferably Kolkata, supplier should mention their details of service setup along with Toll Free Number and man powers who are responsible for after sales support. Response time should be within 24 hrs.
11. The OEM / Bidder must submit the details of his offer accompanied by copies of technical Data sheet, test certificate, catalogue, having photograph of the offered items along with model name / numbers.
12. Proposed delivery schedule should be mentioned clearly. Delivery of the materials to the PI should be within 60 days from the date of purchase order.
13. Manufacturers / exclusive distributors / vendors should have history of supplying this type of instruments to this or other scientific organizations. Availability of a list in this regard would be preferred.
14. The bidder shall submit proof of association with the OEM of required qualification/ certification, from which he shall procure furniture & valid authorization from the OEM along with an undertaking from the OEM on non-judicial stamp paper of Rs.100/-, duly attested by notary that the OEM shall be responsible for the quality of supplied furniture in case principal manufacturing company is not quoting directly.
15. Warrantee certificate, user manuals etc. are to be handed over to the user after successful commissioning of all the items.
16. In the event of date being declared a closed holiday for purchaser's office, the due date for submission of bids and opening of the technical bids will be the following working day at the appointed time.
17. In case of any dispute, the decision of IACS authority shall be final and bidding on the bidders.
18. For any clarification regarding technical specifications, information etc., please send your queries to [admsm3\(@iacs.res.in\)](mailto:admsm3@iacs.res.in).
19. The authority of IACS reserves the right to reject any or all of the tenders received without assigning any reason thereof.
20. The OEM should have more than 10 years of work experience in supply of the required material and have a service center of its own in East for more than 10 Years. (Submission of supporting documents regarding the same is mandatory)

Registrar