

**FOUNDATION FOR SCIENCE INNOVATION & DEVELOPMENT (FSID)
INNOVATION CENTRE, INDIAN INSTITUTE OF SCIENCE (IISc),
NEAR MARAMMA CIRCLE GATE
BENGALURU - 560012
Telephone: 080 – 2346 0622**

Website: <https://www.fsid-iisc.in/>
E-mail: procurement.support@fsid-iisc.in

REQUEST FOR QUOTATION (RFQ)

FOR

**PROCUREMENT OF FURNITURE FOR SCHAEFFLER LAB SPACE IN THE FSID - IHUB
BUILDING**

RFQ No. FSID/ME/18/25-26

Request For Quotation

This is a Request for Quote (RFQ) for the Procurement of Furniture for Schaeffler Lab Space in the FSID - iHub Building.

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Section1-Bid Schedule

1	RFQ No	FSID/ME/18/25-26
2	RFQ Date	26.11.2025
3	Item Description	Procurement of Furniture for Schaeffler Lab Space in the FSID - iHub Building
4	Consignee Location	FSID – iHub Campus, IISc, Bengaluru
5	Quotation Type	Two packet system (i) Technical Bid (Part A) (ii) Commercial Bid (Part B)
6	Place of submission	O/o Head Commercial, Commercial Department, FSID Innovation Centre, IISc, Near Maramma Circle Gate, Bengaluru - 560012
7	Last Date & Time for submission of Quotation	2 pm, 03.12.2025
8	Earnest Money Deposit (EMD)/ Bid Security	₹-14,000/- in form of Demand Draft in favour of "FOUNDATION FOR SCIENCE INNOVATION AND DEVELOPMENT" payable at Bengaluru Hard copy of the same to be submitted along with the quotation in separate sealed envelope to in the office of Head Commercial, Commercial Dept., Foundation for Science Innovation & Development, Innovation Centre, Indian Institute of Science, Near Maramma Circle Gate, Bengaluru – 560012
9	For further clarification, please contact	Commercial Department Foundation for Science Innovation & Development (FSID), Innovation Centre, IISc Bengaluru Email ID - procurement.support@fsid-iisc.in Contact No. 080-23460622

Section 2 – Eligibility Criteria

1. Prequalification criteria:
2. The Quotationer must be a company/firm/sole proprietor registered in India from last 3(three) years as on the bid submission date - Enclose copy of certificate of incorporation/ registration issued by relevant authority in India.
3. Quotationer must have minimum average annual turnover of INR 7 Lakh in the last 3 audited Financial Years ending March 2025. Statutory Auditors/ Chartered accountant certificate and Balance Sheet & Profit and Loss Account for the last three financial years. Statutory Auditor's Certificate is mandatory.
Providing Balance Sheet or Financial Statements is not sufficient for this requirement.
Note: In case audited account statements are not available for 2024-25 then the turnover for financial years 2021-22, 2022-23 & 2023-24 shall be considered for evaluation.
4. The Quotationer must have completed satisfactorily similar nature of work related to Supply of Furniture to any Govt./ PSU/ Autonomous Body in at least one of the last five years as on bid submission end date - The requisite supply order along with satisfactory completion certificates/ payment proofs issued by relevant authority for complete payment against the respective supply orders shall be submitted.
5. Quotationer should not stand declared blacklisted/ debarred by any Central/ State Government sector/ Public Sector Units/ Autonomous bodies/ Public Sector Banks/ Statutory bodies due to corrupt, fraudulent or any other unethical business practices as on date of bid submission. Even if the matter against the blacklisting/ debarment is under litigation and outcome of the litigation is not final, such bidder shall not be eligible - Enclose declaration in the format given
6. The net worth of the Quotationer firm should not be negative on March 2025 – Statutory auditors/ Chartered Accountant certifying positive net worth in last 3 years ending on March 2025. Balance Sheet & Profit & Loss Statement of Last 3 financial years.
7. The quotations should be on FOR-FSID Bangalore/ Consignee Location basis in INR only.
8. The Quotationer should sign and submit the declaration for Acceptance of Terms and Conditions as per -Annexure 4.
9. The bidder shall submit a declaration confirming that no conflict of interest exists with any other bidder and that no employee, official, or consultant directly or indirectly associated with FSID has any ownership, financial interest, involvement, or influence in the bidder's firm or in the preparation or submission of the bid; any such association shall be treated as a conflict of interest resulting in rejection of the bid, cancellation of the contract (if awarded), and forfeiture of the Bid Security/EMD, and submission of false or misleading information in this regard shall lead to disqualification and further action as per applicable rules.

Section 3–Terms and Conditions

A) Submission of Quote:

1. All documentations in the quote should be in English.
2. Quotation should be submitted in two envelopes.
 - a. Technical Bid (Part-A) – Technical bid consisting of all technical details and check list for conformance to technical specifications.

The technical proposal should contain a technical compliance table with 5 columns.

- i. The first column must list the technical requirements, in order that they are given in the technical requirements in section-4 below.
 - ii. The second column should provide specifications of the instrument against the requirement. Please provide quantitative responses wherever possible.
 - iii. The third column should describe your compliance with a “Yes” or “No” only. Ensure that the entries in column 2 and column 3 are consistent.
 - iv. The fourth column should state the reasons/explanations/context for deviations, if any.
 - v. The fifth column can contain additional remarks from the OEM. You can use this opportunity to highlight technical features, qualify response of previous columns, or provide additional details, compare your solution with that of your competitors or provide details as requested in the technical requirements table below.
- b. Commercial Bid (Part-B) – Indicating item wise price for the items mentioned in the technical bid, **as per the format of quotation provided in RFQ notice**, and other commercial terms and conditions.
3. The technical bid and price bid should each be placed in separate sealed covers, superscripting on both the envelopes the RFQ no. and the due date. Both these sealed covers are to be placed in a bigger cover which should also be sealed and duly superscripted with the RFQ No, RFQ Description & Due Date.
 4. The SEALED COVER superscripting RFQ number / due date & should reach O/o Head Commercial, Foundation for Science Innovation & Development (FSID), Innovation Centre, IISc, Near Maramma Circle Gate, Bengaluru - 560012 on or before due date mentioned in the RFQ notice. In case the due date happens to be holiday the Quotation will be accepted and opened on the next working day. If the quotation cover is not sealed, it will be rejected.
 5. All queries are to be addressed to the person identified in “Section 1 – Bid Schedule” of the RFQ notice.
 6. GST/other taxes, levies etc., are to be indicated separately. The BIDDER should mention GST Registration and PAN in the Quotation document (Indian Bidders only).
 7. If price is not quoted in Commercial Bid as per the format provided in RFQ document the bid is liable to be rejected.
 8. The prices quoted by the bidder shall remain firm and fixed during the currency of the contract. The commercial bid should clearly mention all taxes etc.

9. FSID reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to the award of contract, without there by incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders.

10. Incomplete quotations will be summarily rejected.

B) Cancellation of Quotation:

Notwithstanding anything specified in this RFQ document, the purchase committee, in its sole discretion, unconditionally and without having to assign any reason, reserves the rights:

- a. To accept OR reject lowest quote or any other quote or all the quote.
- b. To accept any quote in full or in part.
- c. To reject the quote, offer not confirming to the quotation terms.

C) Validity of the Offer:

The offer shall be valid 120 Days from the date of opening of the commercial bid.

D) Evaluation of Offer:

1. The technical bid (Part A) will be opened first and evaluated.
2. Bidders meeting the required eligibility criteria as stated in Section 2 of this document shall only be considered for Commercial Bid (Part B) opening. Further, agencies not furnishing the documentary evidence as required will not be considered.
3. Pre-qualification of the bidders shall not imply final acceptance of the Commercial Bid. The agency may be rejected at any point during technical evaluation or during commercial evaluation. The decision in regard to acceptance and / or rejection of any offer in part or full shall be the sole discretion of Competent Authority, and decision in this regard shall be binding on the bidders.
4. The award of contract will be subject to acceptance of the terms and conditions stated in this RFQ.
5. Any offer which deviates from the vital conditions (as illustrated below) of the RFQ notice is liable to be rejected:
 - a. Non-submission of complete offers.
 - b. Receipt of bids after due date and time and or by email / fax (unless specified otherwise).
 - c. Receipt of bids in open conditions.
6. In case any BIDDER is silent on any clauses mentioned in these RFQ documents, FSID shall construe that the BIDDER had accepted the clauses as of the RFQ document and no further claim will be entertained.
7. No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of RFQ notice.

8. Lowest bid will be calculated based on the total price of all items quoted for Basic equipment along with accessories selected for installation, operation, preprocessing and post processing, optional items, recommended spares, warranty, annual maintenance contract. Also see section G.

E) Pre-requisites:

The bidder will provide the prerequisite installation requirement of the equipment along with the technical bid.

F) Warranty:

The furniture is to be under warranty period of minimum 1 year including replacement, from the date of functional installation. Vendor should include cost of any spares that are expected to be needed during the warranty period, including electronics, subcomponents, and software (as applicable). If the item is found to be defective, it must be replaced or rectified at the cost of the bidder within 3 days from the date of receipt of written communications. If there is any delay in replacement or rectification, the warranty period should be correspondingly extended. (Also refer Technical Specification Page for more details)

G) Annual Maintenance Contract:

Deleted

H) Purchase Order:

1. The order will be placed on the bidder whose bid is accepted by FSID based on the terms & conditions mentioned in the RFQ document.
2. The quantity of the items in RFQ is only indicative. FSID reserves the right to increase /decrease the quantity of the items depending on the requirement.
3. If the quality of the product and service provided is not found satisfactory, FSID reserves the right to cancel or amend the contract.

I) Delivery, Installation and Training:

The bidder shall provide the supply, installation, testing & commissioning at FSID-iHub building, IISc, Bengaluru. The system should be delivered, installed, tested, commissioned and made functional by 30 days. The supply of the items will be considered as effected only on satisfactory installation and inspection of the system and inspection of all the items and features/capabilities tested by the FSID & upon issuance of Inspection & Acceptance Certificate by the Consignee. After successful installation and inspection, the date of taking over of entire system by the FSID shall be taken as the start of the warranty period. No partial shipment is allowed.

~~The bidder should also arrange for technical training to the local facility technologists and users.~~

The Agency shall conduct his work so as not to interfere with or hinder the progress of the work being performed by other Contractors or by the FSID representative. As far as possible, he shall arrange his work and place, so as not to interfere with the operations of other Agencies or shall arrange his work with that of the others, in an acceptable and coordinated manner and shall perform it in proper sequence.

J) Payment Terms:

Payment shall be made in Indian Rupees as specified in the contract in the following manner:

Hundred percent (100%) payment of the contract price subject to recoveries/liquidated damages/shortages etc., if any, shall be paid on successful receipt, installed, testing and commissioning of items in good condition and upon submission of Inspection &

Acceptance Certificate in original issued by the authorized representative of the consignee.

The supplier shall not claim any interest on payments under the contract. Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other taxes as applicable will be made from the bills payable to the Supplier at rates as notified from time to time.

K) Statutory Variation:

Any statutory increase in the taxes and duties subsequent to bidder's offer, if it takes place within the original contractual delivery date, will be borne by FSID subject to the claim being supported by documentary evidence. However, if any decrease takes place the advantage will have to be passed on to FSID.

L) Disputes and Jurisdiction:

All disputes or differences arising out of or in connection with this Contract/RFQ, including any question regarding its validity, performance, or termination, shall first be attempted to be resolved through good faith negotiations between the Parties.

Mediation: If any claim, disputes or differences of any kind whatsoever shall arise between the Successful Bidder and FSID hereto in connection with or arising out of this RFQ including interpretation of its terms, the Successful Bidder and FSID hereto shall in good faith negotiate with a view to arrive at an amicable resolution and settlement in compliance with Mediation Act, 2023.

If the dispute is not resolved within thirty (30) days of the commencement of negotiations, the Parties may, by mutual agreement, refer the matter to mediation in accordance with the rules of a recognized mediation institution in India. If mediation fails or is not mutually agreed upon, the dispute shall be finally settled by arbitration in accordance with the provisions of the Arbitration and Conciliation Act, 1996, and any statutory modifications or re-enactments thereof in force.

Any legal disputes arising out of any breach of contract pertaining to this RFQ shall be settled in the court of competent jurisdiction located within the city of Bangalore, India.

M) Insurance:

Unless otherwise instructed, the supplier shall make arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the following manner:

The transit risk in this respect shall be covered by the Supplier by getting the equipment duly insured for an amount equal to 110% of the value of the goods from warehouse to consignee site on all risk basis. The insurance cover shall be obtained by the Supplier and should be valid till 3 months after the receipt of goods by the Consignee.

N) Performance Guarantee

As guarantee for the due performance, observance and fulfilment of all obligations, terms, conditions, representations, warranties and covenants of the Supplier under the Bidding Documents within 14 (fourteen) days from the date of the issue of notification of award by the purchaser, the Supplier shall furnish unconditional Performance Guarantee to the Purchaser for an amount equivalent to five per cent – (03%) of the total value of the contract prior signing of this contract failing which an amount @ 0.1% of the Performance Security amount per day of delay shall be levied as a penalty. The penalty shall not exceed further 07 (Seven) days, beyond which FSID reserves the right to terminate the contract at its sole discretion without any liability, forfeit any payments due to the Bidder, and invoke the Performance Security, if applicable. In case of termination, the bidder shall be debarred and blacklisted from bidding for any future tenders/ RFQ notices of FSID for a period of two (02) years, without prejudice to any other rights and remedies available to FSID under applicable laws.

Performance Security should remain valid for a period of sixty (60) days beyond the expiry of all contractual obligations, including any warranty/guarantee/maintenance obligations, if applicable. In the event that the Performance Security is invoked, the Service Provider shall replenish the full amount within 07 (Seven) days of invocation, failing which FSID

reserves the right to take further legal and financial action, including termination of the contract. The Performance Security may require revalidation from time to time, as directed by FSID.

Supplier may furnish performance guarantee in the form of an account payee Demand Draft, Bank Guarantee (including e-bank guarantee) from a Commercial bank in the format

In the event of any amendment issued to the contract regarding extension of delivery period, the supplier shall, within 14 (fourteen) days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the amended contract.

The Purchaser will release the Performance Security without any interest to the supplier on successful completion of the supplier's all contractual obligations including the warranty obligations subject to adjustment of all amounts/losses/damages/recoveries/ costs/penalties payable to the Purchaser and claims of Purchaser, there from.

The Performance Security shall be denominated in Indian Rupees in any one of the forms namely Account Payee Demand Draft drawn from any Scheduled bank in India or Bank Guarantee issued by a Scheduled bank in India, in the prescribed form in favour of the Purchaser.

Performance Security shall be forfeited and credited to the accounts of FSID, in the event of a breach of any terms and conditions of contract by the supplier, in terms of the relevant contract without prejudice to its other rights and remedies under any contract, law or equity (including without limitation Purchaser's right to terminate the Agreement for breach),

Supplier agrees that the decision of Purchaser in respect of any forfeiture/invocation/adjustment of the Performance Security will be final and binding on the Supplier. Purchaser shall be entitled, without any limitation or interference, to forfeit/invoke/adjust the Performance Security, as set out in this Section. Upon forfeiture/invocation/adjustment of the Performance Security as aforesaid, the Supplier shall replenish the Performance Security to their original amounts within 7 days from the date of such forfeiture/invocation/ adjustment. In case of any delay or failure in replenishing the Performance Securities as set forth in the foregoing sentence, Purchaser reserves its rights to terminate the Bidding Documents without any further notice to the Supplier.

Supplier shall be deemed to have complied with all bid conditions only upon furnishing the required Performance Security and signing the Agreement with FSID. Failure to do so shall render the bid null and void, and FSID reserves the right to award the contract to the next eligible bidder without any liability towards the initially selected bidder.

O) Approved Make/ Agencies

The Contractor shall provide all materials from the list of approved makes or as mentioned in RFQ and also appoint the specialist agency from the approved list / Items as provided in the RFQ. FSID may approve any make / agency within the approved list / BOQ after inspection of their samples / mock-ups and after ascertaining their spare capacities and recent past performances.

The items which are not covered in the List of Approved Makes shall be as per Samples approved by FSID.

Colours or type if not mentioned elsewhere shall be as approved by the FSID.

P) Mandatory Site Visit

The Bidder is advised to visit and examine the installation site and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the Bid. The costs of visiting the site shall be borne by the Bidder.

Q) General:







1. All amendments, time extension, clarifications etc., within the period of submission of the Quotation will be communicated electronically. No extension in the bid due date/time shall be considered on account of delay in receipt of any document(s) by mail.
2. The bidder may furnish any additional information, which is necessary to establish



capabilities to successfully complete the envisaged work. It is however, advised not to furnish superfluous information.




3. The bidder may visit the installation site before submission of quotation, with prior intimation.
4. All imported equipment should be quoted in the currency of the country of origin, and all locally sourced items should be quoted in Indian Rupees.
5. Any information furnished by the bidder found to be incorrect, either immediately or at a later date, would render the bidder liable to be debarred from submitting quotation/taking up of work in FSID.

Section 4– Technical specifications

Technical specifications are listed below.

Sl. No.	Description	Unit	Quantity	Ref. Image
1	Jane sofa 3 seater Aluminium	No	2	
2	Jane sofa 1 seater Aluminium	No	2	
3	Jane sofa table 100x60x42cm (top 100x60cm) Aluminium	No	2	
4	Dining chair - DAC01 - Flat rope weaving with back cushion	No	6	
5	Jill dining round table D.100 x H.74cm	No	1	
6	LINEAR WORKSTATION 8 seater sharing Size:1200 x 600 x 750 Specifications Table Top: 25mm thick Pre laminate particle board with 2mm PVC edge lipping on all exposed edges Support: End Legs: MS powder coatedSWITCH ANGULAR ANGULAR legs Intermediate Legs: MS podwer coated 60X40mm legs and supporting MS cross beams (40X20mm) MODESTY PANEL-HANGING MODESTY PANEL MAIN SPINE PRIVACY SCREENS 8MM COLORED GLASS SCREEN on	No	1	

	<p>studs -300ht</p> <p>Wire Management</p> <p>125mm Ht Racway with 65mm Dia Wire Manager Grommet</p> <p>Specifications</p> <p>Vertical Raceway with built in separator for power and data of size 250H X 70mm thick with provision to mount swiches and sockets on laminate facia with Vertical Wire Entry cover for wire uptake from floor to raceway with 65mm Dia Wire Manager Grommet.</p>			
7	<p>LINEAR WORKSTATION 2 seater non sharing</p> <p>Size:1200 x 600 x 750</p> <p>Specifications</p> <p>Table Top: 25mm thick Pre laminate particle board with 2mm PVC edge lipping on all exposed edges</p> <p>Support:</p> <p>End Legs: MS powder coated SWITCH ANGULAR legs</p> <p>Intermediate Legs: MS podwer coated 60X40mm legs and supporting MS cross beams (40X20mm)</p> <p>Wire Management</p> <p>125mm Ht Racway with 65mm Dia Wire Manager Grommet</p> <p>Specifications</p> <p>Vertical Raceway with built in separator for power and data of size 250H X 70mm thick with provision to mount swiches and sockets on laminate facia with Vertical Wire Entry cover for wire uptake from floor to raceway with 65mm Dia Wire Manager Grommet.</p>	No	2	
8	<p>LINEAR WORKSTATION 1 seater non sharing</p> <p>Size:1200 x 600 x 750</p> <p>Specifications</p> <p>Table Top: 25mm thick Pre laminate particle board with 2mm PVC edge lipping on all exposed edges</p> <p>Support:</p> <p>End Legs: MS powder coated SWITCH ANGULAR legs</p> <p>Intermediate Legs: MS podwer coated 60X40mm legs and supporting MS cross beams (40X20mm)</p> <p>Wire Management</p> <p>125mm Ht Racway with 65mm Dia Wire Manager Grommet</p> <p>Specifications</p>	No	1	

	Vertical Raceway with built in separator for power and data of size 250H X 70mm thick with provision to mount swiches and sockets on laminate facia with Vertical Wire Entry cover for wire uptake from floor to raceway with 65mm Dia Wire Manager Grommet.			
9	PEDESTAL SIZE:400 X 450 X 600 2 Drawer + 1 Filling Specifications: Top & Sides : 18mm Thk pre laminated particle board Back : 9mm Thk pre laminated particle board Edge : All exposed area with 2mm thick PVC edge lipping Handle : Finger groove handle Lock : Regular lock	No	13	
10	AMAZE MB ML ADJ ARMS * Amaze Medium Back Mesh Chair * AN 70 Mesh * Self Calibrating Multilock Mechanism * Adjustable Lumbar Support * One Way Adjustable Arms (Height) * Nylon Base * Fabric Upholstered Cushion Seat Chair Net Weight: 14.7±0.5 kg, Seat Depth: 485±10mm, Seat Width: 505±10mm, Chair Width: 660±10mm, Chair Depth: 660±10mm, Minimum Chair Height: 990±10mm, Maximum Chair Height: 1090±10mm, Minimum Seat Height: 470±10mm, Maximum Seat Height: 570±10mm, Arm Rest Height: 160-250mm, Arm Depth: 250±10mm, Width (Arm to Arm): 455±10mm, Backrest Height from Seat: 570±10mm, Backrest Width: 425±10mm	No	13	
11	STORAGE Size:900 x 450 x 2100 Specifications: Top & Sides : 18mm Thk pre laminated particle board Back : 9mm Thk pre laminated particle board Shutters : 18mm Thk pre laminated particle board Edge : All exposed area with 2mm thick PVC edge lipping Handle : Finger groove handle Lock : Regular lock	No	3	

Successful Quotationer should submit detailed drawing of furniture, 3D View with furniture layout & furniture samples (whichever required) for approval of Competent Authority prior to Supply/ manufacturing. Images referred above are for illustrative purpose. Actual color of furniture shall be sole discretion of Competent Authority.

Section 5 – Quotation Document

The Quotation should furnish all requirements of the RFQ Notice along with all annexures in this section and be submitted by last date and time of submission to

The Head Commercial,
Foundation for Science Innovation & Development (FSID),
Innovation Centre, Indian Institute of Science,
Near Maramma Circle Gate,
Bengaluru-560012

Annexure-1:**Details of the Bidder**

The bidder must provide the following mandatory information & attach supporting documents wherever mentioned:

Details of the Bidder

Sl. No	Items	Details
1.	Name of the Bidder	
2.	Nature of Bidder (Attach attested copy of Certificate of Incorporation/ Partnership Deed)	
3.	Registration No/ Trade License, (attach attested copy)	
4.	Registered Office Address	
5.	Address for communication	
6.	Contact person- Name and Designation	
7.	Telephone No	
8.	Email ID	
9.	Website	
10.	PAN No. (attach copy)	
11.	GST No. (attach copy)	

Signature of the Bidder

Name
Designation, Seal

Date:

Annexure-2:**Declaration regarding experience**

To,
The Head Commercial,
Foundation for Science Innovation & Development (FSID),
Innovation Centre, Indian Institute of Science,
Near Maramma Circle Gate,
Bengaluru - 560012

Ref: RFQ No: XXXXXXXXXX Dated: XXXXX

Subject: -

Sir,

I have carefully gone through the Terms & Conditions contained in the above referred RFQ. I hereby declare that my company / firm has----- years of experience in supplying and installing_____. (Provide documentary evidence viz. Completion Certificate/ PO of similar nature of work)

(Signature of the Bidder)
Printed Name Designation,
Seal Date:

Annexure-3:

Declaration regarding track record To,
The Head Commercial,
Foundation for Science Innovation & Development (FSID),
Innovation Centre, Indian Institute of Science,
Near Maramma Circle Gate,
Bengaluru - 560012

Ref: RFQ No: Dated: XXXXX

Subject: -

Sir,

I have carefully gone through the Terms & Conditions contained in the above referred RFQ. I hereby declare that my company/ firm is not currently debarred / blacklisted by any Government / Semi Government organizations / institutions in India or abroad. I further certify that I am a competent officer in my company / firm to make this declaration.

Or

I declare the following

Sl.No	Country in which the company is Debarred /blacklisted / case is Pending	Blacklisted / debarred by Government / Semi Government/Organizations /Institutions	Reason	Since when and for how long
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(NOTE: In case the company / firm was blacklisted previously, please provide the details regarding period for which the company / firm was blacklisted and the reason/s for the same).

Yours faithfully (Signature
of the Bidder)

Name Designation,
Seal

Date:

Annexure – 4:

Declaration for acceptance of terms and conditions To,
The Head Commercial,
Foundation for Science Innovation & Development (FSID),
Innovation Centre, Indian Institute of Science,
Near Maramma Circle Gate,
Bengaluru - 560012

Ref: RFQ No: XXXXXX Dated: XXXX

Subject:

Sir,

I have carefully gone through the Terms & Conditions as mentioned in the above referred RFQ document. I declare that all the provisions of this RFQ document are acceptable to my company. I further certify that I am an authorized signatory of my company and am, therefore, competent to make this declaration.

Yours faithfully,

(Signature of the Bidder) Name
Designation, Seal

Date:

Annexure – 5:

Details of items quoted:

- a. Company Name
- b. Product Name
- c. Part / Catalogue number
- d. Product description / main features
- e. Detailed technical specifications
- f. Remarks

Instructions to bidders:

1. Bidder should provide technical specifications of the quoted product/s in detail.
2. Bidder should attach product brochures along with technical bid.
3. Bidders should clearly indicate compliance or non-compliance of the technical specifications provided in the RFQ document.

Annexure – 6:

INSPECTION & ACCEPTANCE CERTIFICATE

Certified that the following has/have been received, installed, tested & commissioned in full & good condition as per the terms & conditions of Supply Order and Contract specifications and Terms & Conditions:

- | | | |
|-----|---|---|
| 1) | Contract No. & Date | : |
| 2) | Name and Address of Indenter | : |
| 3) | Supply order No. and Date | : |
| 4) | Supplier's Name & Address | : |
| 5) | Consignee | : |
| 6) | Description of the item supplied | : |
| 7) | Quantity Supplied | : |
| 8) | Delivery date- (As per supply order) | : |
| 9) | Extended Delivery Date, if any | : |
| 10) | Date of actual Receipt of goods by the Consignee | : |
| 11) | Delay in supplies beyond original delivery date(sl.no.8-refers) | : |
| 12) | Damages/Shortages/recoveries for late supplies etc., if any | : |
| 13) | Remarks, if any | : |

() () ()

Signatures of Inspection & Acceptance Committee Members

Counter signed by Commercial Head Date:

Place
:

(Seal)

Annexure—7

Format for MII declaration (to be printed in letter head)

Self-Certification under preference to Make in India order Certificate

1 . In line with Government Public Procurement Order No. P-45021/2017-PP (BE-II) dated 04.06.2020 and its amendments, we hereby certify that we M/s_____ are local suppliers and the offered item having local content of _____% (excluding Net Domestic Indirect Taxes, Transportation, Insurance, Installation, Commissioning, Training and after sales service support like AMC/CMC etc.) as defined in above orders for the material against RFQ/Bid No._____ Dated _____

2. Details of location at which local value addition will be made as follows:

3. We also understand, false declaration will be breach of the code of integrity under the rule 175 (1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per rule 151 (iii) of the General Financial Rules along with such other actions as maybe permissible under law.

Thanking You

(Signature, name and designation of the authorized signatory)

(Name and seal of the Bidder)

Annexure - 8**NEFT MANDATE FORM**

From: M/s.

Date

To

Sub: NEFT PAYMENTS

We refer to the NEFT being set up by FSID. For remittance of our payments using RBI's NEFT scheme, our payments may be made through the above scheme to our under noted account.

NATIONAL ELECTRONIC FUNDS TRANSFER MANDATAE FORM

Name of City	
Bank Code No.	
Bank 's name	
Branch Address	
Branch Telephone / Fax no.	
Bidder/Supplier's Account No.	
Type of Account	
IFSC code for NEFT	
IFSC code for RTGS	
Bidder/Supplier's name as per Account	
Telephone no. of supplier	
Bidder/Supplier's E-mail ID	

[Signature with date, name and designation] For and on behalf of Messrs

[Name & address of the manufacturers]

Confirmed by Bank

Enclosed a copy of Crossed Cheque

Annexure - 9: New vendor registration details

No.	Particulars	Details to be filled	Mandatory information
1.	Company name		
2.	Address	City/State: Pin code: Country:	
3.	Head Office address		
4.	Branches (if any)		
5.	Contact details	Contact person: Email ID: Telephone:	
6.	Registration Certificate as per Registrar of Companies/Partnerships		Photocopy
7.	PAN number		Photocopy
8.	Tax Authority Number (TAN) - for deduction of TDS		Photocopy
9.	GST number		Photocopy
10.	Registered as MSME	YES / NO If YES, details as per Appendix-3	Photocopy + Declaration
11.	Relationship with FSID introducer	YES / NO If YES, details:	
12.	Existing client reference	Contact person: Email ID: Telephone:	
No.	Particulars	Details to be filled	Mandatory information
13.	Any accreditations from recognized agencies (e.g. ISO)	[i] Agency name: Validity date: [ii] Agency name: Validity date:	Photocopy
Bank Details:			
14.	Name of Bank		Cancelled cheque

15.	Address of Bank		
16.	Beneficiary name		
17.	Account number		
18.	Account type		
19.	IFSC Code		

Annexure - 10

DISCLOSURE OF CONFLICT OF INTEREST

I/We hereby declare that I/We do not have any conflict of interest with other bidders as per the conditions stipulated in Clause No. 46 of Section II-A of the Tender Document.

I/We further declare that no employee, official, or consultant directly or indirectly associated with FSID has any involvement, interest, or influence in our firm, our bid, or any of our activities related to this tender. Any such direct or indirect association shall be deemed a conflict of interest.

I/We understand and agree that if any conflict of interest is found to exist at any stage, whether during the bidding process or thereafter, the bid is liable to be cancelled and any bid security submitted, if applicable, may be forfeited.

If any part of this declaration is found to be false or misleading, I/We shall be liable for action as per the terms of the agreement and applicable rules.

(Authorized Signatory)

Stamp

Section9–Commercial Bid

The commercial bid should be furnished with all requirements of the RFQ with supporting documents as mentioned under:

Sl. No.	Description	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
1	Jane sofa 3 seater Aluminium	No	2		
2	Jane sofa 1 seater Aluminium	No	2		
3	Jane sofa table 100x60x42cm (top 100x60cm) Aluminium	No	2		
4	Dining chair - DAC01 - Flat rope weaving with back cushion	No	6		
5	Jill dining round table D.100 x H.74cm	No	1		
6	LINEAR WORKSTATION 8 seater sharing Size:1200 x 600 x 750 Specifications Table Top: 25mm thick Pre laminate particle board with 2mm PVC edge lipping on all exposed edges Support: End Legs: MS powder coatedSWITCH ANGULAR ANGULAR legs Intermediate Legs: MS podwer coated 60X40mm legs and supporting MS cross beams (40X20mm) MODESTY PANEL-HANGING MODESTY PANEL MAIN SPINE PRIVACY SCREENS 8MM COLORED GLASS SCREEN on studs -300ht Wire Management 125mm Ht Racway with 65mm Dia Wire Manager Grommet Specifications Vertical Raceway with built in separator for power and data of size 250H X 70mm thick with provision to mount swicthes and sockets on laminate facia with Vertical Wire Entry cover for wire uptake from floor to raceway with 65mm Dia Wire Manager Grommet.	No	1		
7	LINEAR WORKSTATION 2 seater non sharing Size:1200 x 600 x 750 Specifications Table Top: 25mm thick Pre laminate	No	2		

	<p>particle board with 2mm PVC edge lipping on all exposed edges Support: End Legs: MS powder coated SWITCH ANGULAR legs Intermediate Legs: MS podwer coated 60X40mm legs and supporting MS cross beams (40X20mm)</p> <p>Wire Management 125mm Ht Racway with 65mm Dia Wire Manager Grommet Specifications Vertical Raceway with built in separator for power and data of size 250H X 70mm thick with provision to mount swicthes and sockets on lamine facia with Vertical Wire Entry cover for wire uptake from floor to raceway with 65mm Dia Wire Manager Grommet.</p>				
8	<p>LINEAR WORKSTATION 1 seater non sharing Size:1200 x 600 x 750 Specifications Table Top: 25mm thick Pre laminate particle board with 2mm PVC edge lipping on all exposed edges Support: End Legs: MS powder coated SWITCH ANGULAR legs Intermediate Legs: MS podwer coated 60X40mm legs and supporting MS cross beams (40X20mm) Wire Management 125mm Ht Racway with 65mm Dia Wire Manager Grommet Specifications Vertical Raceway with built in separator for power and data of size 250H X 70mm thick with provision to mount swicthes and sockets on lamine facia with Vertical Wire Entry cover for wire uptake from floor to raceway with 65mm Dia Wire Manager Grommet.</p>	No	1		
9	<p>PEDESTAL SIZE:400 X 450 X 600 2 Drawer + 1 Filling Specifications: Top & Sides : 18mm Thk pre laminated particle board Back : 9mm Thk pre laminated particle board Edge : All exposed area with 2mm</p>	No	13		

	thick PVC edge lipping Handle : Finger groove handle Lock : Regular lock				
10	AMAZE MB ML ADJ ARMS * Amaze Medium Back Mesh Chair * AN 70 Mesh * Self Calibrating Multilock Mechanism * Adjustable Lumbar Support * One Way Adjustable Arms (Height) * Nylon Base * Fabric Upholstered Cushion Seat Chair Net Weight: 14.7±0.5 kg, Seat Depth: 485±10mm, Seat Width: 505±10mm, Chair Width: 660±10mm, Chair Depth: 660±10mm, Minimum Chair Height: 990±10mm, Maximum Chair Height: 1090±10mm, Minimum Seat Height: 470±10mm, Maximum Seat Height: 570±10mm, Arm Rest Height: 160-250mm, Arm Depth: 250±10mm, Width (Arm to Arm): 455±10mm, Backrest Height from Seat: 570±10mm, Backrest Width: 425±10mm	No	13		
11	STORAGE Size:900 x 450 x 2100 Specifications: Top & Sides : 18mm Thk pre laminated particle board Back : 9mm Thk pre laminated particle board Shutters : 18mm Thk pre laminated particle board Edge : All exposed area with 2mm thick PVC edge lipping Handle : Finger groove handle Lock : Regular lock	No	3		
	Total (Rs.)				
	Add GST (Rs.)				
	Grand Total (Rs.)				

1. Please quote total cost in figures (inclusive of all applicable levies, Taxes, Duties, Transportation, Packing and all other incidentals).
2. Any levies and taxes like Packing, Forwarding, Freight, Insurance charges, GST etc. are mandatorily to be included in the total cost.
3. Any alteration/cutting/over-writing in the rates should be attested by the authority signing the bid. Bids received with alteration/ cutting/over- writings without attestation will not be considered.
4. If, in the price structure quoted by a bidder, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail, and the total price corrected accordingly.
5. If there is an error in a total price, which has been worked out through addition and/or subtraction of subtotals, the subtotals shall prevail and the total corrected.
6. If, as per the judgment of the purchaser, there is any such arithmetical discrepancy in a tender, the same will be suitably conveyed to the bidder. If the bidder does not agree to the observation of the purchaser, the tender is liable to be ignored.
7. If individual price of all the items is not given item wise, then the tender will not be considered and liable to be rejected.

8. As the basis of bidding is unit rate, it will be assumed that in absence of any other information, rate quoted is for per unit.
9. In case of Tie i.e., the price quoted by two or more bidders are the same and the same being L-1, then the bid from the bidder with maximum average annual turnover during the last three financial years ending 31st March 2025 will be rated as the L1.

Addressed to

The Head Commercial,
Foundation for Science Innovation & Development (FSID),
Innovation Centre, Indian Institute of Science,
Near Maramma Circle Gate,
Bengaluru - 560012

Section 7 – Checklist

(This should be enclosed with technical bid- Part A)

The following items must be checked before the Bid is submitted:

1. Sealed Envelope "A": Technical Bid

- 1. Section 5- Technical Bid (each page signed by the authorized signatory and sealed) with the below annexures:**
 - a. Annexure 1: Bidders details**
 - b. Annexure 2: Declaration regarding experience**
 - c. Annexure 3: Declaration regarding Non-Blacklisting**
 - d. Annexure 4: Declaration for acceptance of terms and conditions**
 - e. Annexure 5: Details of items quoted**
 - ~~f. Annexure 7: Make In India Declaration~~**
 - g. Annexure 8: Neft Mandate Form**
 - h. Annexure 9: New Vendor Registration Details**
 - i. Annexure 10: Disclosure of Conflict of Interest**
- 2. Copy of this RFQ document duly signed by the authorized signatory on every page and sealed.**
- ~~3. Bid Security/ EMD~~**

2. Sealed Envelope "B": Commercial Bid

Section 9: Commercial Bid

Your quotation must be submitted in two envelopes: Technical Bid (Envelope A) and Commercial Bid (Envelope B) super scribing on both the envelopes with RFQ No. and due date and both of these in sealed covers and put in a bigger cover which should also be sealed and duly super scribed with RFQ No., RFQ description & Due Date.