

उत्तर क्षेत्रीय कार्यालय, 124, जीवन भारती, 11वां तल, कनाट सर्कस, नई दिल्ली -110001.

Annexure-A

Additional Terms & Conditions

1. **Annual Turnover:** The Bidder must have Average Annual Turnover of **Rs.30,00,000 (Rs. Thirty Lakhs Only)** in last three Fin. Year i.e. 2022-23, 2023-24 and 2024-25. The Bidder has to provide Audited Balance Sheets /CA Certificate in support of turnover. **No other Bid Documents submitted by the Bidder will be entertained, if Bidder has Average Annual Turnover of less than Rs.30 Lakhs as above.**
2. **Experience :** Copies of Work order / contracts/experience certificate executed in FY 2022-23, 2023-24 & 2024-25 in support of condition of Experience Criteria which states as " the Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products.(Copy of proof to be attached).
3. **Past Performance:** The Bidder must have successfully supplied similar products to any Central /State Govt Organisation / PSU over the last three years i.e. the current financial year and the last three Financial Years (i.e. FY 2022-23, 2023-24 & 2024-25):
Single order of 50% of the Bid Quantity.
Two orders of 40% of the Bid Quantity.
Three orders of 30% of the Bid Quantity.
4. **EMD:** 2% of the Bid Value will be deposited as EMD i.e. Rs. 1,20,000/- (Rs. One lakh Twenty Thousand only) can be deposited in the form of: Demand Draft favouring- LIC of India, payable at New Delhi, which shall reach the office within 5 days of Bid End Date. EMD to be sent at following address:

**Regional Manager(OS), LIC of India
Northern Zonal Office, 11th Floor, Tower-II,
Jeevan Bharti Building, New Delhi-110001**

EMD can also be deposited directly to our Bank Account, details are as under:

Name: LIC of India

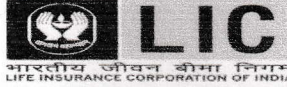
IFSE: UBIN0530786

A/c Number: 510101002947780

For direct deposits, Bidder is required to upload the details of transactions including UTR number.

5. **Security Deposit:** Successful Bidder can submit the Performance Security 5% OF BID VALUE (ORDER VALUE) in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of LIC OF INDIA payable at New Delhi, after award of contract; Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.
6. The Bidders who are registered as MSE and have valid Udayam Certificate are exempted from **EMD**. The Bidder should submit relevant documents for MSE Exemption for **EMD**.
7. Copy of valid BIFMA level-I / BIFMA level-II, copy of ISO-9001:2015, ISO-45001-2018 and ISO-50001:2018 issued by NABCB certified Agencies, Green Guard Gold certificate from UL, copy of IDM (Indian Design Mark) certificate should have enclosed, The Bidder should have AIOTA Certificate , name of the bidder has to be listed on AIOTA website.
8. The Chairs to be manufactured and supplied by one of the registered manufactures with "Business and Institutional Furniture Manufacturer's Association" (BIFMA) India and having valid registration certificates, vendors are required to submit a copy of valid BIFMA (level-I / II) registration certificate.
9. All chairs shall display the "Logo"/"Monogram" of the manufacturer & LIC on the back side of the chair.
10. Colour of the Chairs shall be decided from the colour sample provided by the Successful Bidder.
11. Bidder shall note that all the specifications of the chairs have been mentioned in the ATC, kindly note that all the chairs should be manufactures as per the specification mentioned in the ATC.
12. Before executing the supply order, the Successful bidder is required to produce sample of all different items of Chairs to be provided within 10 days for the above work for which they have quoted, without any additional cost, for approval. Buyer shall, as per bid specification frame work, either approve the advance sample or will provide complete list of modification required in the sample within 5 days of receipts of above sample.

Handwritten signatures and initials:
ASLOS
Surya

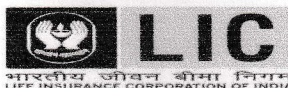


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13. The department shall be at liberty to dismantle any part / component or to cut sample at any place for checking / verification of quality of material used.
14. Whole consignment will be delivered within 60 days positively after the sample found OK.
15. Payment will be processed after checking the quantity and quality of the supplied goods by our internal quality control committee and found the goods to be up to the mark.
16. The successful bidder has to supply all essential accessories required for the successful installation and commissioning of the goods supplied. Besides standard accessories as per normal industry practice, following accessories must be part of supply and cost should be included in bid price: Transportation charges + GST + installation charges + Unloading charges and other charges, If any.
17. OEM /reseller must have local authorised distributor channel in Delhi / NCR for providing better service and carried out smooth execution of work.
18. If the specimen sample is not received within specified time i.e.10 days from award of contract, then penalty will be imposed and due to this reason (late received sample) the order is not received within specified time i.e. 60 days from proof/ sample ok, then penalty will be imposed from order date. The penalty will be imposed from order date as per GEM rule a penalty of 0.5% of unit price of the product shall be charged as penalty for each week of delay from the seller. Seller can deposit the penalty with the buyer directly else the buyer shall have a right to recover all such penalty amount from the performance security (PBG) cumulatively penalty max. 10% of total contract value from order date to delivery date of full consignment.
19. Bidder's offer is liable to be rejected if they don't given the order as per bid specification and not upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
20. After the order received if any problem is found in the chairs and if problem is not solved within three days then penalty is imposed Rs.100 Per day from date of complaint lodged.
21. If the bidder is reseller it is mandatory to submit the certificate from the OEM for country of origin and it is also to be mention in local content certificate.
22. Signed Copy of Buyer Organization Specific Integrity Pact, specimen uploaded in the Bid Specific terms and conditions.
23. Warranty period of the supplied products shall be 1 years from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods
24. Chairs shall be supplied at the following address without any extra cost Bidders are required submit the declaration in acceptance of delivery conditions:
LIC of India, Office Services Deptt.
124, Jeevan Bharti Building,
Tower-II, 11th floor, New Delhi-110001.
25. Unloading charges at above mentioned location shall be borne by the successful bidder.

Regional Manager(OS)
LIC of India
Northern Zonal Office
11th Floor, Tower-II, Jeevan Bharti Building
New Delhi-110001

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AS/OS
OS/OS
[Signature]



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Annexure-B
General Technical Specifications
High Back Chair (90 No.)

Specifications	Specification Name	Bid Requirement (Allowed Values)
General requirement	Type of Chair	High Back- Revolving Chair of Adjustable height with Wheels
Under-structure	Tilt mechanism	Centre Tilt (Single pivot point at seat centre for simple reclining motion)
	Locking mechanism	2 Position locking
	Seat depth adjustment	Fixed
	Revolving mechanism	Designed with 360 degree-revolving type
	Pedestal base	Glass filled nylon
	Minimum thickness (in mm) of MS Plate Joining the backrest with seat of the chair	2.0 - 6.0 or higher (millimetre)
	Mechanism to adjust seat height	Hydraulic Mechanism
Seat	Seat material	PU foam
	Seat upholstery material	Leatherette
	Density of PU used in seat (kg per cubic meter)	>40<=50
	Thickness of PU used in seat (mm)	>40<=50
	Minimum seat height from floor surface (mm)	>400<=500
	Width of seat (mm)	>500
	Depth of seat (mm)	>500
Backrest	Backrest Height (Low-back range: 200 - 400 mm, Mid-back range: 400 - 700 mm, High-back range: More than 700 mm)	High-back
	Backrest Width (Low: 400 - 550 mm, Mid: 550 - 700 mm, High: greater than 700 mm)	High
	Backrest height from the seat level	>550
	Width of backrest (mm)	>500
	Backrest type	Flexi back
	Backrest height	Fixed
	Backrest support type	Contoured back / Without lumber support
	Backrest base frame material	Hot pressed plywood
	Density of PU used in backrest (kg per cubic meter)	>40<=50
	Thickness of PU used in backrest (mm)	>40<=50
	Backrest upholstery material	Leatherette
Armrest	Armrest type and arm movement	Fixed armrest without cushion and padding
Warranty	Warranty period in number of years	1 (Year)

* Bidders offering must also comply with the additional specification parameters mentioned above.

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Annexure-B		
General Technical Specifications		
MID BACK CHAIR (460 pieces)		
Specification	Specification Name	Bid Requirement (Allowed Values)
General requirement	Type of chair	Mid Back: Revolving Chair of Adjustable height with Wheels
Under-structure	Tilt mechanism	Centre Tilt (Single pivot point at seat centre for simple reclining motion)
	Locking mechanism	2 Position locking
	Seat depth adjustment	Fixed
	Revolving mechanism	Designed with 360 degree-revolving type
	Pedestal base	Glass filled nylon
	Minimum thickness (in mm) of MS Plate Joining the backrest with seat of the chair	2.0 - 6.0 or higher (millimetre)
	Mechanism to adjust seat height	Hydraulic Mechanism
Seat	Seat material	PU foam
	Seat upholstery material	Leatherette
	Density of PU used in seat (kg per cubic meter)	>40<=50
	Thickness of PU used in seat (mm)	>40<=50
	Minimum seat height from floor surface (mm)	>400<=500
	Width of seat (mm)	>500
	Depth of seat (mm)	>500
Backrest	Backrest Height (Low-back range: 200 - 400 mm, Mid-back range: 400 - 700 mm, High-back range: More than 700 mm)	Mid-back
	Backrest Width (Low: 400 - 550 mm, Mid: 550 - 700 mm, High: greater than 700 mm)	Medium
	Backrest height from the seat level	>550
	Width of backrest (mm)	>500
	Backrest type	Flexi back
	Backrest height	Fixed
	Backrest support type	Contoured back / Without lumber support
	Backrest base frame material	Hot pressed plywood
	Density of PU used in backrest (kg per cubic meter)	>40<=50
	Thickness of PU used in backrest (mm)	>40<=50
	Backrest upholstery material	Leatherette
Armrest	Armrest type and arm movement	Fixed armrest without cushion and padding
Warranty	Warranty period in number of years	1 Year

* Bidders offering must also comply with the additional specification parameters mentioned above.

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