

Clarifications to queries

S.N.	Queries	Clarifications from IIT
1	We are registered with NSIC, do we get the privilege to participate in the Tender without filling the EMD and Tender Fees as it is exempted in case of firms registered with NSIC	The exemptions applicable to the firm registered with NSIC shall be applicable. The NSIC registered firms have to submit the valid registration certificate with NSIC and the copy of the latest government notification for the required exemptions, along with their bid.
2	No minimum turnover is mentioned in the Tender Document for the Eligibility criteria and no financial information for last 3 years is asked for i.e. P&L, Audited Balance Sheets of the Organization, Copies of IT Returns etc	The firms are required to submit their audited financial statements relating to the work of Supplying and fixing of furniture for last three years i.e. 2016-2017, 2015-2016, 2014-2015. These will be considered to confirm their past value of business claimed, but turnover itself is not a criteria for selection.
3	No declaration regarding the “BLACK LISTING” of the firm is demanded in the Tender Document.	Declaration in this regard is not required.
4	The Tender Document does not state the requirement of any certifications like ISO, BIFMA, IGBC etc. without the certifications how is it possible to access the quality, manufacturing process, environmental compliances etc	The firm having certificate like ISO, BIFMA, IGBC etc. may submit copies of the same with their technical bid. However, this is not a mandatory requirement.
5	Do we have to provide the samples for the products quoted by us along with the technical bid?	Please refer to para 10, page no. 5 of the tender document.
6	Product specifications are not clear as per the BOQ provided i.e. only sizes are mentioned and there is no specifications of the raw material which is given in the BOQ whether the table has to be made in prelam board or with Metal understructure so on and so forth for other items like Chairs, Visitor Chair, Workstations, Sofas etc	The firms are expected to provide various options with respect to specifications of the raw material for individual furniture items. The firms may submit multiple copies of technical bid form and financial bid form based on their suggested options. Please refer to para 4.6 on page 8 and particular, the sentence “A bidder may provide up to maximum of 5 alternatives for each item”.

7	In "Letter of Transmittal" point no. 1, it is mentioned forms A to F but in the Tender Document the forms available are only A to D, kindly provide us with forms E and F respectively	It is A to D only. Typographical error is regretted please.
8	Can we submit EMD in form of Bank Guarantee	No. EMD may only be paid through demand draft. Please refer to para 6.1.1 on page 4 of the tender document.
9	As per tender performance Report of Contract refer Form -C need to be submitted along with the submitted work order, which sometimes client doesn't provide as the term at the time has been changed. Kindly confirm can we submit the completion certificate only along with work orders that we have.	Bidder may submit the bill of quantity along with copy of work order(s) and completion certificate(s) in case the completion certificates(s) does / do not have complete details.