

File. No. SANF/CGI/881/01/2024
Consulate General of India
San Francisco

Limited Tender NOTICE

Quotation is invited for Supply and Installation of General office furnitures (office desk/ workstations/ different types of chairs, etc) for the chancery premises of the Consulate General of India at 22 & 23 floors, 71 Stevenson St San Francisco, CA 94105. USA.

The tender document, containing the detailed terms and conditions, may be downloaded from the official website of the Consulate:

<https://www.cgisf.gov.in>

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Sr. No.	Key Event	Date
1.	Date of Publishing	30 September 2024 (0900 hrs)
2.	Bid submission start date	30 September 2024 (1100 hrs)
5.	Bid submission end date	22 Oct 2024 (1500 hrs)
6.	Evaluation of bids received through Limited tender	22 Oct 2024 (1700 hrs)
8.	Estimated Period of completion of the supply and installation of the office furniture	Upto four weeks

Bidder eligibility:

- Suppliers/Bidders should be a reputed firm.
- The bidder should be a seasoned company with reliable operations in the USA, with an established business for the supply of furniture.
- The quality of the furniture being provided by the firm should be available for review through an online portal for examination.
- The firm must have a proven track record in delivering large-scale furniture projects, provide warranties, and ensure compliance with U.S. regulatory safety and quality standards.

- Consulate will be approaching the reputed firms in the field to submit their bids.
- The bids can be sent to the Consulate either by Post or email. For more information, bidders can reach out at following address:

**Head of Chancery
Consulate General of India, San Francisco
540 Arguello Blvd., San Francisco, CA 94118**

Email: vcadm.sf@mea.gov.in

- If any information furnished by the applicant is found incorrect at a later stage, he/she shall be liable to be debarred from the Limited Tendering process. Consulate General of India, San Francisco reserves its right to verify the particulars furnished by the applicant independently.
- Consulate General of India, San Francisco reserves the right to reject any prospective applicant without assigning any reason.

(Jaswant Singh)
Head of Chancery
Consulate General of India, San Francisco
540 Arguello Blvd., San Francisco,
CA 94118 Email: hoc.sf@mea.gov.in

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Instructions to Bidders

Consulate General of India, San Francisco (hereinafter referred to as CGI) will not be responsible to compensate for any expense or losses which may be incurred by the Bidder in the preparation and submission of his/her Limited Tender.

This is a Limited Tender based on the Schedule of Furniture and Specifications outlined in **Annexure I**. Bidders are required to review the entire Limited Tender Document. The firm must be capable of displaying its catalogue with detailed descriptions of the furniture to verify quality, including access through its listings on web portals for the evaluation.

The Limited Tender Price/amount and rates must be quoted in **USD** only.

The Bidders shall comply with all the conditions stated in the Limited Tender Documents. Decision on Limited Tender will be taken based on the final price quoted by the bidder.

At any time prior to the date of submission of the proposals, the CGI may issue an addendum.

The Limited Tender may be disqualified for any reason including, but not limited to the following:

- If the Bidder sets forth any conditions which are unacceptable to the CGI.
- If there is evidence of collusion between Bidders.

Note:

Bidders must adhere to prescribed US laws and regulations concerning code of integrity, safety and health, labor regulations, etc. All rates against items of works shall be exclusive of all applicable Taxes.

The Bidder must read carefully all the Limited Tender Documents, Specifications, etc. The quoted Limited Tender price should be inclusive and complete in all respects.

Method of Payment:










The payment will be made as mutually agreed upon between the supplier and the CGI.

SPECIFICATIONS AND SCOPE OF WORK

Scope of Work: The scope of work includes the following but is not limited to:

- Furniture list is as per attached Annexure 'I'.
- Provide reference images to assist CGI in approving the furniture items.
- Finalize comprehensive selection and update schedule of Furniture Items for New Office Setup and its lobbies, together with confirmed finishes and fabric with approval of CGI.
- Delivering all the goods at the Chancery, Consulate General of India, San Francisco, USA 22 & 23 floors 71 Stevenson St San Francisco, CA 94105.
- Placing/ installing the goods at the positions being specified by CGI.
- Disposal of all the packaging of the goods to a legally licensed waste site unless the CGI decides otherwise.
- The description of all items in the Schedule of Furniture is indicative and serves only to show the type and style of furniture required.
- All participant companies must comply with the relevant industry standards.

Annexure 'I'

SI No	Description	QTY	Sample Products
1	30ft Boat Shaped Slab Base Conference Table Mahogany	1	
2	Modern Conference Mid Chair with Aluminum Arms & Base Black	28	
3	60in W 4 Person L-Desk Open Office with 3 Drawer Mobile Pedestals and 45in H Panels	4	
4	60in W 2 Person L-Desk Open Office with 3 Drawer Mobile Pedestals and 45in H Panels	4	
5	L Shaped Mahogany Desk 72 in W x 77 in D x 30 in H X Working 30 in D	1	
6	Bow Front L Shaped Desk with 60"W x 43"D Left Handed Bow Front Desk, 36"W Return, 3 Drawer (58 in W x 78 in D x 30 in H)	3	
7	L Shaped Desk 72 in W x 77 in D x 30 in H Worksurface Depth: 30 in D	1	
8	Mesh Back Task Chair with Antimicrobial Seat Overall: 25 in W x 26 in D x 39 in H Mesh, Vinyl	18	
9	Guest Chair with Arms 25 in W x 27 in D x 34 in H Black Vinyl	40	

10	High Back Leather Executive Office Adjustable height chair Black Leather/ Mesh (1 Premium)	1	
11	High Back Leather Executive Office Adjustable height chair Black Leather/ Mesh (1 High Quality)	1	
12	Conference Table with Wood Base 30 in H x 42 in DIA	1	
13	66in L-Shaped Executive Desk 66 in W x 72 in D x 30 in H For Officials	8	
14	Traditional Style Guest Chair Black With arm for a Meeting Room (Head chairs in meeting room for Dignitaries)	2	
15	Matching Chairs for Item No. 13 without Rollers	12	
16	85in W 3 people Sofa 85" W x 33" D x 36" H Black Vinyl Side table	4	
17	Single Seater chair Sofa to match Item 14	1	
18	Open Double Bookcase with Doors 35in W x 15in D x 72 in H Laminate	6	
19	Office Storage Credenza 48 in W x 21 in D x 39 in H Laminate	6	
20	Armless Stackable Side Chairs	90	

21	Center table and side table	8		
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