



**Notice inviting e-Tender for  
Supplying and installation of Heavy Duty  
Mobile Stacks for Archival storage in the  
National Archives of India,  
Lahore Shed,  
Jaisalmer House , New Delhi**

Date of Tender Issue- 18 December 2024  
Last Date for Tender Submission- 8 January 2025  
Opening of Technical Bids- 8 January 2025

**National Archives of India  
Ministry of Culture  
Government of India  
National Archives of India  
Janpath, New Delhi- 110001**  
Email: [dgoffice-nai@gov.in](mailto:dgoffice-nai@gov.in), [nai.dg.office@gmail.com](mailto:nai.dg.office@gmail.com),  
Website: [nationalarchives.nic.in](http://nationalarchives.nic.in)

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**1. Introduction:** The National Archives of India (NAI) is the custodian of the records of enduring value of the Government of India. Established on 11 March, 1891 at Calcutta (Kolkata) as the Imperial Record Department, it is the biggest archival repository in South Asia. It has a vast corpus of records viz., public records, private papers, oriental records, cartographic records and microfilms, which constitute an invaluable source of information for scholars-administrators and users of archives. In 1911 the Department was transferred to the new capital, New Delhi.

NAI invites e-Tender bids under two bid systems i.e. Technical and Financial Bid from the reputed firms/ agencies to supply and installation of Mobile stacks in the National Archives of India, Lahore Shed, Jaisalmer House, New Delhi- 110001. The objective of this project is to enhance our storage capabilities by designing, supplying, and installing an efficient and space-optimized shelving system.

## 2. Details of NIeT:

Tender No.	F. No.1-13/2024-Proc. Cell
Last date and time of bid submission	08 January 2025
Date of opening of bids (Technical)	08 January 2025
Earnest Money Deposit	Rs.17,00,000/- Not required- in case of MSME, NSIC, SSI)
Address and Venue for the submission of Tender Fee and EMD	Director General, National Archives of India, Janpath, New Delhi- 110001

## 3. Scope of Work:-

- a) The mobile stacks have to be installed in a rectangular hall (Layout of the space is diagrammatically represented in Annexure- B) in the ground & first floor of NAI, Jaisalmer House, New Delhi. The Scope of Work, for supply and installation of mobile stacks, is denoted by the technical specifications of the mobile stacks described below:

- b) General description: The mobile stacks have to be installed as described in the diagrammatic representation of the layout. The mobile stacks to consist of a combination of static and mobile storage units. The mobile storage units have to slide smoothly and effortlessly on rails.
- c) Main body/Super structure: The main body/super structure of the mobile stacks shall consist of components such as shelves, front panel, end panel, vertical rear panel and central partition etc., which are integral to the storage system. The super structure shall consist of five loading levels and shall have overall height of 2450 mm / 2675 mm including the top anti - toppling rod mechanism as depicted in the drawings.
- d) Shelf: Each shelf of a mobile stack unit shall have a dimension of 1300 (Length), shelf panel section of height 35 mm, thickness 1 mm and 400 mm (Depth). The height of the level, however, has to be amendable to custom adjustment. Each shelf shall have a 1 mm min. thickness to bear a minimum Uniform Distributed Load of 200 Kgs. The shelves shall also have stiffeners at the bottom to avoid bending. The stiffeners should flush and not extrude out of the shelf panel.
- e) Material: The material used for mobile stacks units shall be made of mild steel with powder coating finished.
- f) Finish: All components of the mobile stacks units shall be powder coated with epoxy polyester powder and provided with anti-rust treatment and should meet the quality criteria as mentioned in the quality adherence table.
- g) Movement mechanism: The units shall have a triple reduction drive mechanism with anti toppling mechanism at the top.
- h) The present shelving system will be removed by the successful bidder and the cost will be remitted from the actual cost of the bid/ tender.
- i) The successful bidder will undertake de-stacking and re-stacking of records/volumes/files before and after installation of the mobile stacking system.

**4. Technical Specification and Scope of Work for "Supplying and Installation of Heavy-Duty Mobile stacks/compactors for Archival Storage" Technical Specifications (Refer to diagrams at Annexure- B)**

**Annexure-A**

**a) The following items shall be required as per below mentioned specifications:**

<b>Item Title</b>	<b>Item Description and Dimensions in mm.</b>	<b>Unit of measurement</b>	<b>Item Quantity</b>	<b>Compliance Yes/No</b>
Heavy Duty Mobile Stack <b>Block – A</b>	Mobile stack 6028W X 2766D X 2450H (in open condition)	Nos.	5	
Heavy Duty Mobile Stack <b>Block – A1</b>	Mobile stack 6028W X 2766D X 2675H (in open condition)	Nos.	9	
Heavy Duty Mobile Stack <b>Block – B</b>	Mobile stack 5200W X 2766D X 2450H (in open condition)	Nos.	2	
Heavy Duty Mobile Stack <b>Block – B1</b>	Mobile stack 5200W X 2766D X 2675H (in open condition)	Nos.	1	
Heavy Duty Mobile Stack <b>Block – C</b>	Mobile stack 8672W X 2766D X 2450H (in open condition)	Nos.	2	
Heavy Duty Mobile Stack <b>Block – D</b>	Mobile stack 9540W X 2766D X 2450H (in open condition)	Nos.	3	
Heavy Duty Mobile Stack <b>Block – E</b>	Mobile stack 9540W X 3674D X 2450H (in open condition)	Nos.	1	
Heavy Duty Mobile Stack <b>Block – F</b>	Mobile stack 6936W X 3674D X 2450H (in open condition)	Nos.	2	
Heavy Duty Mobile Stack <b>Block – G</b>	Mobile stack 7804W X 3674D X 2450H (in open condition)	Nos.	1	
Heavy Duty Mobile Stack	Mobile stack 5200W X 3674D X 2675H	Nos.	3	

<b>Block – H</b>	(in open condition)			
Heavy Duty Mobile Stack	Mobile stack 6062W X 3674D X 2675H	Nos.	1	
<b>Block – I</b>	(in open condition)			

**b) Details BAY DESCRIPTION and their DIMENSIONS/BOQ:**

<b>BAY DESCRIPTION</b>				
<b>Item Title</b>	<b>Item Description and Dimensions in mm.</b>	<b>Unit of measurement</b>	<b>Item Quantity in nos.</b>	<b>Compliance Yes/No</b>
Heavy Duty Mobile Stack <b>2 BAY SINGLE FACED FIXED UNIT</b>	436W X 2766D X 2450H	Nos.	12	
Heavy Duty Mobile stack <b>2 BAY DUAL FACED MOBILE UNIT</b>	837W X 2766D X 2450H	Nos.	76	
Heavy Duty Mobile stack <b>2 BAY SINGLE FACED MOBILE UNIT</b>	436W X 2766D X 2450H	Nos.	12	
Heavy Duty Mobile stack <b>2A BAY SINGLE FACED FIXED UNIT</b>	436W X 3674D X 2450 H	Nos.	4	
Heavy Duty Mobile stack <b>2A BAY DUAL FACED MOBILE UNIT</b>	837W X 3674D X 2450 H	Nos.	28	
Heavy Duty Mobile stack <b>2A BAY SINGLE FACED MOBILE UNIT</b>	436W X 3674D X 2450 H	Nos.	4	
Heavy Duty Mobile Stack <b>2 BAY SINGLE FACED FIXED UNIT</b>	436W X 2766D X 2675H	Nos.	10	
Heavy Duty Mobile stack <b>2 BAY DUAL FACED MOBILE UNIT</b>	837W X 2766D X 2675H	Nos.	49	
Heavy Duty Mobile stack <b>2 BAY SINGLE FACED MOBILE</b>	436W X 2766D X 2675H	Nos.	10	

<b>UNIT</b>				
Heavy Duty Mobile stack <b>2A BAY</b> <b>SINGLE FACED</b> <b>FIXED UNIT</b>	436W X 3674D X 2675H	Nos.	4	
Heavy Duty Mobile stack <b>2A BAY DUAL</b> <b>FACED MOBILE</b> <b>UNIT</b>	837W X 3674D X 2675H	Nos.	17	
Heavy Duty Mobile stack <b>2A BAY</b> <b>SINGLE FACED</b> <b>MOBILE UNIT</b>	436W X 3674D X 2675H	Nos.	4	

**c) Detailed Dimensions of Mobile stacks and their subcomponents:**

<b>BLOCK - A</b>		<b>Compliance Yes/No</b>
Overall Dimensions (incl. aisle width)	6028W X 2766D X 2450H	
Dimensions of SFF	436W X 2766D X 2450H	
Dimensions of DFM	837W X 2766D X 2450H	
Dimensions of SFM	436W X 2766D X 2450H	
No. of SFF body in each block	1	
No. of DFM body in each block	5	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W	
No. of level	5	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type A Blocks	5	
<b>BLOCK - A1</b>		<b>Compliance Yes/No</b>
Overall Dimensions (incl. aisle width)	6028W X 2766D X 2675H	
Dimensions of SFF	436W X 2766D X 2675H	
Dimensions of DFM	837W X 2766D X 2675H	
Dimensions of SFM	436W X 2766D X 2675H	
No. of SFF body in each block	1	
No. of DFM body in each block	5	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W	
No. of level	6	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type A1 Blocks	9	
<b>BLOCK- B</b>		<b>Compliance</b>

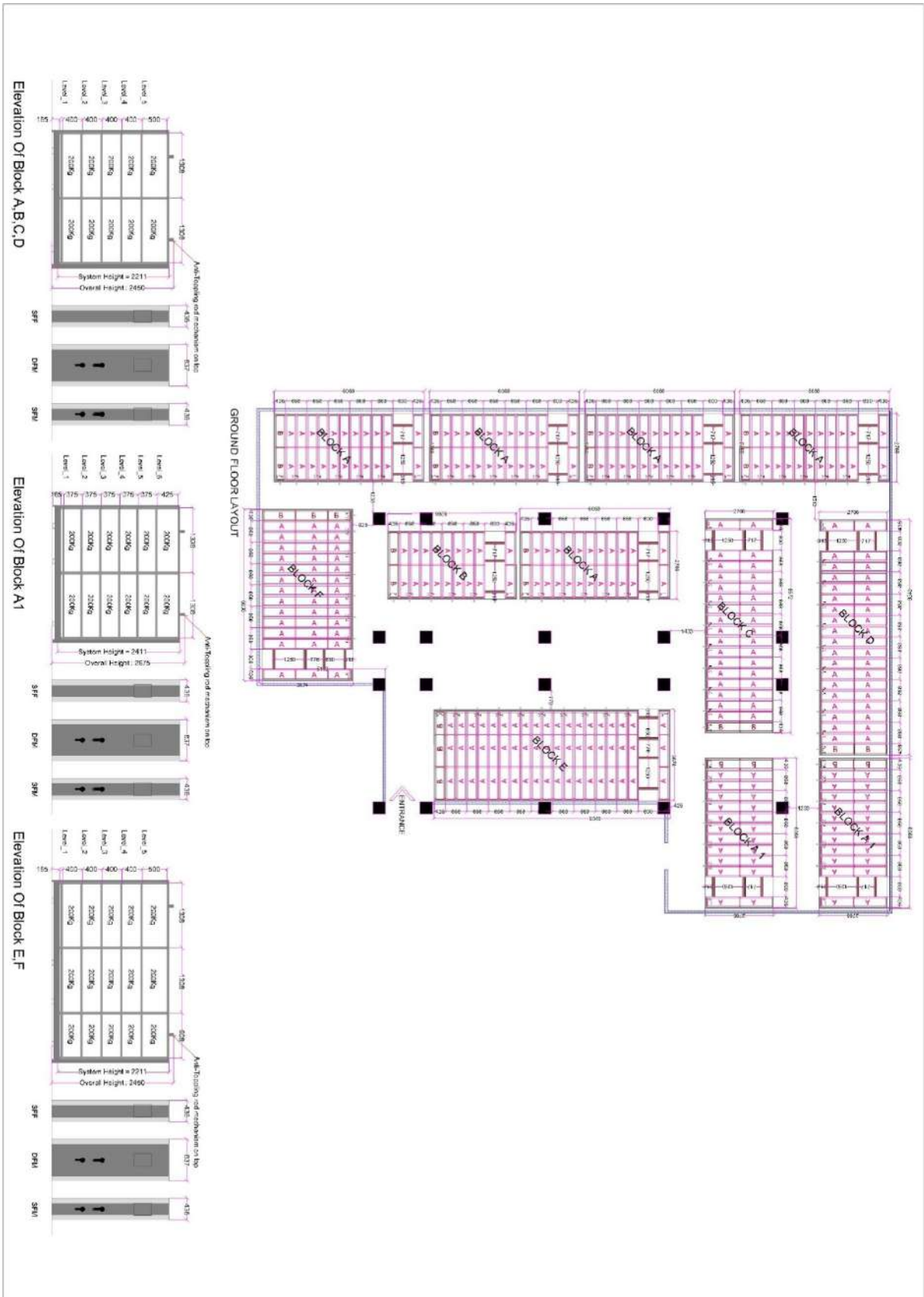
		Yes/No
Overall Dimensions (incl. aisle width)	5200W X 2766D X 2450H	
Dimensions of SFF	436W X 2766D X 2450H	
Dimensions of DFM	837W X 2766D X 2450H	
Dimensions of SFM	436W X 2766D X 2450H	
No. of SFF body in each block	1	
No. of DFM body in each block	4	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W	
No. Of level	5	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type B Blocks	2	
<b>BLOCK- B1</b>		<b>Compliance Yes/No</b>
Overall Dimensions (incl. aisle width)	5200W X 2766D X 2675H	
Dimensions of SFF	436W X 2766D X 2675H	
Dimensions of DFM	837W X 2766D X 2675H	
Dimensions of SFM	436W X 2766D X 2675H	
No. of SFF body in each block	1	
No. of DFM body in each block	4	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W	
No. Of level	6	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type B1 Blocks	1	
<b>BLOCK -C</b>		<b>Compliance Yes/No</b>
Overall Dimensions (incl. aisle width)	8672W X 2766D X 2450H	
Dimensions of SFF	436W X 2766D X 2450H	
Dimensions of DFM	837W X 2766D X 2450H	
Dimensions of SFM	436W X 2766D X 2450H	
No. of SFF body in each block	1	
No. of DFM body in each block	8	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W	
No. Of level	5	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type C Blocks	2	
<b>BLOCK -D</b>		<b>Compliance Yes/No</b>
Overall Dimensions (incl. aisle width)	9540W X 2766D X 2450H	

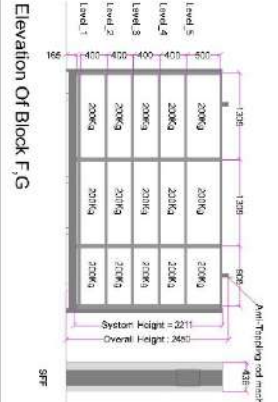
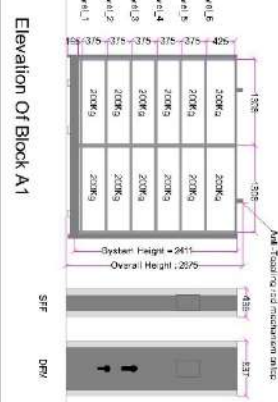
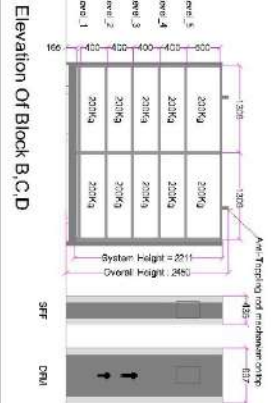


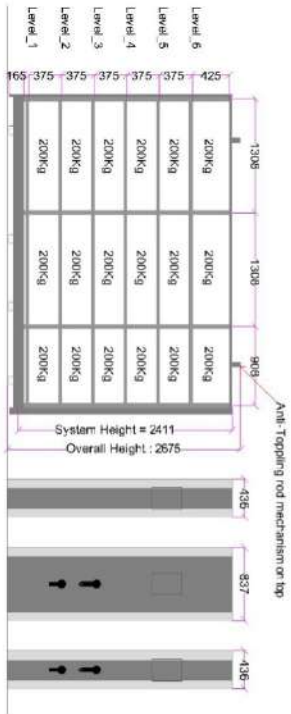
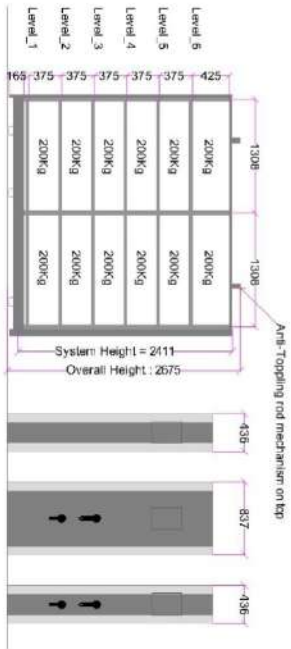
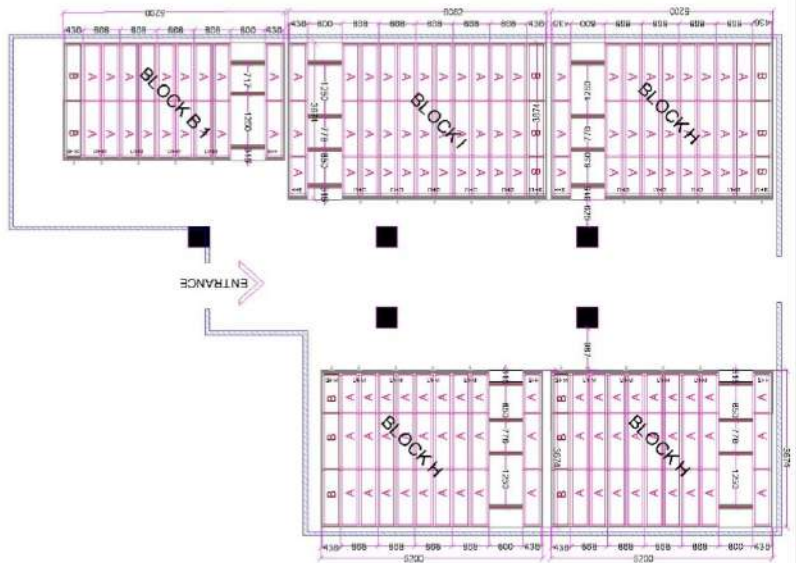
width)		
Dimensions of SFF	436W X 2766D X 2450H	
Dimensions of DFM	837W X 2766D X 2450H	
Dimensions of SFM	436W X 2766D X 2450H	
No. of SFF body in each block	1	
No. of DFM body in each block	9	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W	
No. Of level	5	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type D Blocks	3	
<b>BLOCK- E</b>		<b>Compliance Yes/No</b>
Overall Dimensions (incl. aisle width)	9540W X 3674D X 2450H	
Dimensions of SFF	436W X 3674D X 2450 H	
Dimensions of DFM	837W X 3674D X 2450 H	
Dimensions of SFM	436W X 3674D X 2450 H	
No. of SFF body in each block	1	
No. of DFM body in each block	9	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W and 1 bay of 908W	
No. of level	5	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type E Blocks	1	
<b>BLOCK-F</b>		<b>Compliance Yes/No</b>
Overall Dimensions (incl. aisle width)	6936W X 3674D X 2450H	
Dimensions of SFF	436W X 3674D X 2450 H	
Dimensions of DFM	837W X 3674D X 2450 H	
Dimensions of SFM	436W X 3674D X 2450 H	
No. of SFF body in each block	1	
No. of DFM body in each block	6	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W and 1 bay of 908W	
No. of level	5	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type F Blocks	2	
<b>BLOCK-G</b>		<b>Compliance Yes/No</b>
Overall Dimensions (incl. aisle	7804W X 3674D X 2450H	

width)		
Dimensions of SFF	436W X 3674D X 2450 H	
Dimensions of DFM	837W X 3674D X 2450 H	
Dimensions of SFM	436W X 3674D X 2450 H	
No. of SFF body in each block	1	
No. of DFM body in each block	7	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W and 1 bay of 908W	
No. of level	5	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type G Blocks	1	
<b>BLOCK-H</b>		<b>Compliance Yes/No</b>
Overall Dimensions (incl. aisle width)	5200W X 3674D X 2675H	
Dimensions of SFF	436W X 3674D X 2675H	
Dimensions of DFM	837W X 3674D X 2675H	
Dimensions of SFM	436W X 3674D X 2675H	
No. of SFF body in each block	1	
No. of DFM body in each block	4	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W and 1 bay of 908W	
No. of level	6	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type H Blocks	3	
<b>BLOCK-I</b>		<b>Compliance Yes/No</b>
Overall Dimensions (incl. aisle width)	6062W X 3674D X 2675H	
Dimensions of SFF	436W X 3674D X 2675H	
Dimensions of DFM	837W X 3674D X 2675H	
Dimensions of SFM	436W X 3674D X 2675H	
No. of SFF body in each block	1	
No. of DFM body in each block	5	
No. of SFM body in each block	1	
No. of bays	2 bays of 1308W and 1 bay of 908W	
No. of level	6	
Load per level	200 KG	
Aisle Considered (mm)	800	
No. of Type I Blocks	1	

# Proposed Drawings of blocks (Annexure-B)









ANTI – TIPPING ROD  
MECHANISM CONNECTING  
BODIES ON TOP



LEVEL STIFFENER

**d) Mandatory (Min) Qualitative specifications of the offered product:-**

Sl. No.	Specification/ Terms & Conditions	Compliance Yes/No.
i.	System must be movable, for storage of heavy duty archives ,needs to be supplied as per bid published	
ii.	All dimensions and load defined to be adhered without any deviations and may be checked at site before acceptance.	
iii.	The system must withstand heavy usage and loading conditions and still offer ease of operation for all. System must strictly adhere to the requirement of the site and specifications and counter checked before final supplies and before inspection by NAI internal committee.	
iv.	Following standards shall be referred for any validation in terms of for design of this Storage system	
	<ul style="list-style-type: none"> <li>o SEMA - Code of practice for the design of Mobile Shelving Systems. Testing certificate to be submitted confirming to SEMA standards.</li> </ul>	
	<ul style="list-style-type: none"> <li>o SEMA - Code of practice for the design of High- and Low-Rise Static steel shelving.</li> </ul>	
	<ul style="list-style-type: none"> <li>o BS: 5950 (V): 1998 – Code of practice for design of cold formed thin gauge sections.</li> </ul>	
	<ul style="list-style-type: none"> <li>o FEM 10.2.06 – Code of practice for design of hand loaded static steel shelving system</li> </ul>	
v.	The system should have Heavy Duty Undercarriages Movable & Fixed, to be made up of 'C' Profiles assembled to provide rigid base for the system and to rigidly hold the superstructure and support moving units.	
vi.	Anti-tipping mechanism to be incorporated on top of the single movable bay connecting to the next double faced bay on top by rod mechanism and in the undercarriage. Storage system desired must have all safety components incorporated even if not defined in our technical specifications sheet. Safety and safe usage are paramount conditions and shall be considered well during the entire cycle of operation.	
vii.	Stiffeners -Roll formed with lipped C- frame load bearing construction and galvanized finish to be positioned at the back of each shelf panel, the stiffener must flush with the shelf panel and not extrude outside.	
viii.	Rails supplied to be made up of formed and welded process IS 2062 material rectangular bar of 25x16mm rectangular bars which can enable the undercarriage to move in a guided path. Smooth operations with safety to be ensured.	
ix.	The bottom width of the rails to be of 100 mm with a Slope plate thickness of 2 mm or more. Rails must be such that is able to have uniform distribution on the floor. We may demand design calculations if any deviations in desired	

	parameters noticed. The finish of Rail desired is Graphite Gray RAL 7024 and any deviation must be supported by suitable justifications.	
x.	Drive must be an effortless Triple reduction Drive unit assembly with Chain attached having a pitch of 12mm Drive unit provided with handle mechanism must be always in downwards position, to improve the overall aesthetics of the system & hassle-free operation by anyone. Single handle made from ABS (Acrylonitrile Butadiene Styrene) is required. System may be accepted only after fully satisfying the user / and NAI internal inspection committee for the desired objective.	
xi.	<u>Superstructure, for the defined height width</u> , must be assembled from Upright which should be roll-formed construction made up of single piece having slots at 25mm pitch. Vertical alignment of the system is a basic perquisite without any visible Roll formed sectional Load carrying Shelf panels which can take the defined load as below must be mounted to the installed superstructure system and to have 14 bends of width 1300mm, Depth of 500 mm and height of 32 mm and provision for Dividers / Panel divider at a pitch of 50 mm hooked into the uprights via 4 no's shelf clips per panel offering full rigidity and adjustability at a pitch of 25 mm.	
xii.	Clips, which offers full adjustability, shall mount Shelf panels on the upright Profile section of 70 x 7 x 12 mm manufactured thru blanking and Punching having 2 bends and Galvanized finish. While changing the levels of panels, these clips should be shifted into the next slot in upright without any additional tools and costs and damage to the system and without any scratches at all.	
xiii.	System must be Braced and should offer maximum system stability and bolted into above supplied uprights. Back ties Assembly of back tie should be such that it is bolted into superstructure upright & then turn buckle is hooked to it Then back tie rod should be hooked to turn buckle & opposite back tie rod cleat to ensure full rigidity to the system. Dia. of the rod is 5 mm and bolted to Turn buckle of 90 mm Finish of the same to be galvanized.	
xiv.	Front cover must be box cladding of 1 Mm thick It is to be bolted to the system thru Bolts of M8X 20 mm Bolt Nut & washer and Powder Coated Finish manufactured out of Press forming is the cladding on the drive handle side. These front claddings must prevent un-authorized access of material from front side & also pilferage AND offer good aesthetics to the system. Similarly Rear cover to be box cladding and It must prevents un-authorized access of	



	material from rear side. Safety, durability, and Aesthetics to be considered without any deviations at all. End Units shall have box cladding at the extreme sides i.e., Sides of the SFF (Single Faced Fixed) unit & SFM (Single Faced Movable) unit of the block given as per layout. It must also prevent the access of material from outside and improves the overall aesthetics and be made from prime quality steel and finish.	
xv.	System must have adequate label holders, Aisle markers any other components which help in easy retrievability of Components/ documents and overall ease of identification & operations.	
xvi.	Bidder is required to attach the technical data sheet of the offered product confirming to above specifications.	

**e) Standard to be adhered to ensure quality, as per components listed below:-**

The following standards are widely used across the industry and comprehensive in terms of the usage and relevant to the system desired by us.

Component Usage	Steel Type	Min YS	Standards to be referred and used	Compliance Yes/No
Vertical Uprights and base plate	HR	255 Mpa	IS: 5986 - ISH 410S/ Equivalent	
			(or) IS:2062 - E 250/ Equivalent	
			(or)JIS 3101: SS 400	
			(or)EN 10025 : S 235	
Shelf Clip, Cladding clamp and any other components	Galvanized	255 Mpa	ASTM A 653M	
			(or)SS GRADE 37 (CLASS 1)	
Undercarriage 'C' Channels	HR	255 Mpa	IS: 5986 - ISH410S / Equivalent	
			(or) IS:2062 - E 250/ Equivalent	
			(or)JIS 3101: SS 400	
			(or)EN 10025 : S 235	
Peripheral Claddings, Top panel	CR	210 Mpa	IS:513 D	
			(or)JIS ; G3141	
Stepped wheel, Plain wheel	SG 500	500 Mpa	IS 1865: 1991	
Material Test certificates from past supplies confirming to the above standards to be attached at the time of bidding only. Failing to submit the same may lead to the rejection of the bid.				

**f) Design Standard to be adhered to:-**

Sl. No.	Requirement	Compliance Yes/No
i.	Compliance to all design standards relevant to the supply - OEM/ Bidder must be following quality design standards and relevant design patents to prove superior product	
ii.	All prospective bidders/ OEMs should be certified under the international standards of SEMA. Bidder / OEM to furnish a material testing certificate complying to the SEMA & EN15512 standard from an accredited testing lab.	
iii.	Bidders/OEMs should have in house design and patented designs for the racking system.	

**g) Paint Quality Adherence:-**

Sl. No.	Requirements	Compliance Yes/ No
	The testing of paints for various chemical and physical properties are to be done as per ASTM Standards	
	Shade: As Per Standard	
	Baking Temperature: 180 Degree C	
	Baking Time: 10 Minutes	
	Dry Film Thickness: 35-60 Microns Gloss	
	Impact Resistance $\geq$ 150 Kg-Cm	
	Pencil Hardness 2H	
	Paint certificate from past supplies of Heavy duty mobile stacks confirming to the above standards to be attached along with the bid.	

**h) Safety and usage of the system:-**

Sl. No.	Requirement	Compliance Yes/No
i.	OEM/ BIDDER MUST PROVIDE SAFETY CERTIFICATE AS PER ACCEPTABLE NORMS WHEN HANDING OVER THE SYSTEM TO THE USER. TRAINING AND SAFE USAGE OF THE SYSTEM TO BE EXPLAINED BEFORE BEING HANDED OVER TO NAI.	
ii.	Spare part availability for the next 05 years to be ensured by OEM	

**i) Bidder Quality adherence:-**

Sl. No.	Requirement	Compliance Yes/No
i.	OEM must be in similar manufacturing business for at least 20 years	
ii.	OEM MUST HAVE, AND	

	ISO 14001:2015 CERTIFICATION	
	ISO 45001 CERTIFICATION	
	ISO 50001 CERTIFICATION	
	ISO 9001:2015 CERTIFICATION	
	GREEN CO CERTIFICATION	
iii.	CERTIFICATES TO BE SUBMITTED by OEM / Bidder ALONG WITH THE BID.	

**j) Eco friendly adherence:-**

Sl. No.	Requirement	Compliance Yes/No
i.	Paint supplied must be ROHS compliant & lead free – certification of the paint manufacturer from past supply to be attached, Paint manufacturer must be a reputed & ISO certified company. Certification of the paint manufacturer from past supplies to be attached along with the bid complying to the paint specifications mentioned in point 2(E) “PAINT QUALITY ADHERENCE”	
ii.	Zero accident in the factory for the last 1 year in the factory – safety policy	
iii.	OEM must have an environmental policy.	

**k) Manufacturing Capability of OEM:-**

OEM or authorized bidder must have a dedicated in house R&D facility of its own and submit documentary evidence.

Sl. No.	Requirement	Compliance Yes/No
i.	OEM should have the In-house Manufacturing capability to Process and Manufacture hot rolled, cold rolled and galvanized essential components of the heavy duty storage system. Details to be provided. (Factory Inspection may be done by NAI team at Vendor’s expense)	
ii.	OEM should have in-house production capability for slitting, blanking, shearing lines.	
iii.	OEM/Bidder must have successfully executed the supply and installation of Heavy Duty Mobile Storage System with per level load capacity as 200 kg or above in the last 3 years. Supporting document for the same to be provided at the time of bidding.	
iv.	OEM should have Raw material testing facility and provide traceability of every component to their original raw material for the storage racking system.	
v.	OEM should have experienced Design, R&D facility in the field of Storage system. The evidence shall include:	
	a) Description of storage racking system designed and	

	manufactured.	
	b) Details of OEM R & D facilities available, their location and the strength of OEM R & D staff indicating their professional qualifications and experience.	

### **I) Financial Capability of the Bidder:-**

Sl. No.	Requirement	Compliance Yes/No
i.	Bidders should have registered with the sales tax/income tax department of the government of India and should possess a valid GST and PAN registration/certificate.	
ii.	Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices.	
iii.	Bidder/OEM should have adequate financial capability and possesses corporate experience to meet the obligations under this contract.	
iv.	Minimum annual turn-over of the bidder/OEM should be above 25 crores.	
v.	OEM/bidder must have not incurred loss in the last 3 financial years to ensure sound financial standing in the market – CA audited report to be submitted along with the bid.	
vi.	The Bidder/OEM should not be under a Declaration of Ineligibility for corrupt or fraudulent practices and should not have been blacklisted with any State or central Government or any State or Central PSU in India for the same. Declaration to be submitted.	
vii.	Bidder must ensure supply of the entire bid in same bid without splitting	

### **m) Other important criteria:**

Sl. No.	Requirement	Compliance Yes/No
1.	The bidder/OEM should also submit the list of clients along with tender whom such or similar equipments has been supplied/executed during last five years by OEM or bidder, to prove his capability to design, manufacture & supply the system.	
2.	The bidder should also furnish a brief on the design, manufacturing and testing facilities of OEM available at his works. Bidder must submit the catalogue / data sheet of the offered product confirming to the above requisite product specifications.	
3.	Raw material proof from major reputed Steel Suppliers like TATA/Jindal/ESSAR/Bhushan, used in production to be submitted in form of Material Test Certificates.	

4.	Firms / OEM or Project Management companies without any technical credentials of their own for manufacturing & installing all the heavy duty storage system are liable to be rejected.	
5.	If, the Bidder/OEM does not submit any proof for meeting with the Eligibility Criteria as mentioned above, the offer shall be considered incomplete and may be summarily rejected.	
6.	Final choice of firm / OEM to execute the project shall be made on the basis of conformity to technical specifications, appropriateness of the product offered, capability of bidder / OEM to execute and service the project and appropriateness of financial offer from the point of view of cost-effectiveness over the entire maintenance period for the product/services.	
7.	Bid Specific MAF/OEM authorization shall be required for this bid.	
8.	Warranty shall be onsite comprehensive for one year.	
9.	Detailed drawing is attached as Annexure-B	
10.	NAI has the right to visit the Plant of short listed bidder/ OEM to ensure validity of all the processes and certifications.	

**Note: Bidders are required to submit accepted , signed and signed copy of the compliance sheet from POINT A – K shall be accepted in the YES/NO column and the tender document along with documentary evidence for required compliance. Failure to do so may led to rejection of the bid.**

**5. Terms and Conditions:**

- a) **Handing over of site:** The site in the NAI, Lahore Shed, Jaisalmer House, New Delhi for installation of mobile stacks shall be handed over to the successful bidder in an as-is-where-is condition.
- b) **Time schedule for delivery and installation:** Time is an essence of the contract. Successful bidder is required to ensure completion of delivery and installation of all Heavy duty Mobile stack units within a period of three months from the date of award of the contract.
- c) **Subletting:** Successful bidder shall not sub-let, transfer or assign the contract or any part thereof to any agency, without the written permission of the DG, NAI.
- d) **Delivery Period:** Delivery to be made within 3 months of receipt of Purchase Order.

**6. Terms of payment:** The schedule of payment shall be as follows:

Milestone	Amount Payable
Award of Work	30 % of value of total works/

	supplies and as per GFR, 2017
On Delivery of material at site	60% of value of total works/supplies
On Completion of Installation and Acceptance	10% of value of total works/supplies

**7. User acceptance:** The successful bidder shall carry out the delivery and installation of needful to the satisfaction of the DG, NAI. User acceptance shall be carried out after all the units have been supplied and installed. Where the quality of material used or workmanship is declared unsatisfactory and rejected, the successful bidder shall correct the required rejected units/ components.

**8. Liquidated damages and Penalty:** Any unjustified delay in completion of work (other than delays beyond the control of the successful bidder), will render the successful bidder liable for liquidated damages at the rate of 0.25% for every week of delay subject to a maximum of eight weeks or 2% of the total contract value, whichever is earlier. Thereafter, the NAI, reserves the right to cancel the contract and award the unfinished work to another agency at the risk and cost of the successful bidder. Notwithstanding anything stated above, any willful negligence, or willful breach of terms and conditions or damages caused to property of the NAI, New Delhi, shall render the successful bidder liable for penalty upto a maximum of 20% of the total contract value.

**9. Repeat order:** The DG, NAI may within a period of six months after completion of this contract place **a repeat order** on the successful bidder on the same terms and conditions of this NIT.

**10. Arbitration and jurisdiction:** The DG, NAI and the successful bidder shall make every effort to amicably resolve any dispute or difference arising from the execution of the scope of work envisaged in this NIT by direct negotiation. In case of the dispute not being resolved amicably, it may be referred to an authority chosen by mutual consent, who shall act as the sole arbitrator for

settlement of such disputes. The award of the arbitrator shall be binding on both the parties to the dispute. Such arbitration shall be governed by the Indian Arbitration Act, 1996 and the arbitration proceedings shall be held in Delhi. The Contract shall be subject to the jurisdiction of the Competent Courts of Law in Delhi only.

**11. Special Instructions to the Bidders:**

- a) Site Assessment: A comprehensive site assessment to evaluate available space and storage needs.
- b) Design and Planning: Development of a customized design plan for optimal space utilization and accessibility.
- c) Supply: Providing all necessary components, materials, and accessories.
- d) Installation: Professional installation of the heavy duty mobile stacks following industry standards.
- e) Testing and Commissioning: Rigorous testing to ensure the system operates as intended.
- f) Staff Training: Offering training for our staff on system operation and maintenance.
- g) Compliance: Ensuring compliance with all safety, environmental, and regulatory requirements.
- h) In case of offline payments, the hard copies of Earnest Money Deposit (EMD) document /DD submitted to NAI and the soft-copies uploaded at the time of online bid submission should be the same, otherwise the tender will be summarily rejected.
- i) Bidders should arrange for the EMD as specified in the tender. The original should be posted / couriered / given in person in a sealed cover superscribing "Tender number / date of the tender inviting authority within the bid submission date and time for the tender.
- j) Any deviation to this tender terms & conditions, and schedules of this tender will lead to total rejection of the offer submitted.
- k) Tenderer who have been suspended or black listed or issued with "Show Cause Notice" by any other unit or GOI will not be allowed to participate in the tender, and bidder should declare the same in the tender. Even during the course of evaluation/ finalization of tender if it is found that some of the parties are black listed/ barred from business transaction/under business

hold, NAI will not consider them for further participation in the tender. Bidder shall submit a self declaration for Non Blacklisted on letter head.

- l) If a tenderer find discrepancies or omissions in the tender documents, or should there be any doubt as to their meaning, should at once address the authority inviting the tender, for clarification well before the due date, so as to submit his tender in time. No extension of time shall be given for submission of the tender on any account.
- m) The tender documents must be signed physically/digitally by Director/Partner/Prop. of the Firm or by the person holding the Power of Attorney on behalf of the Firm concerned .In the latter case, a copy of Power of Attorney, duly attested by a Notary Public must accompany the tender.
- n) If a tenderer deliberately gives wrong information in his tender or creates conditions favorable for the acceptance of his tender the NAI will reject such tender at any stage.
- o) Words imparting singular number shall be deemed to include plural number and vice-versa where the context so requires.
- p) Canvassing in any form in connection with tenders is strictly prohibited and the tenders submitted by the Contractors who resort to canvassing will be liable for rejection.

## **12. Buyer Added Bid Specific Terms and Conditions:**

- a) Provisions for workmen compensation, insurance, public liability, property damage, insurance etc. to be ensured by the contractor. Also, safety measures prescribed for working in Extra High Voltage & use of personnel protective equipment must be adhered to.
- b) Certificates Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
- c) Certificates Material Test Certificate Should Be Sent if required. The Material Will Be Checked if required by Buyer's Lab & the Results of the Lab will be the Sole Criteria for Acceptance of the Item.
- d) Service & Support Dedicated /toll Free Telephone No. for Service Support: BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
- e) Service & Support Escalation Matrix for Service Support: Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.



- f) Turnover Bidder/OEM Turn over Criteria: The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid.
- g) Past Project Experience: The Bidder/OEM {themselves or through reseller(s)}, should have executed project for supply and installation/ commissioning of same or similar category products during preceding 3 financial years (i.e. current year and three previous financial years) as on opening of bid, as per following criteria: (i) Single order of at least 80% of supplied quantity of shelving levels as mentioned below (para-h) ; or (ii) Two orders of at least 60% each of supplied quantity of shelving levels as mentioned below (para-h); or (iii) Three orders of at least 50% each of supplied quantity of shelving levels as mentioned below (para-h). Satisfactory Performance certificate issued by respective Buyer Organization for the above Orders should be uploaded with bid.
- h) Bidder/OEM must have supplied and executed Heavy duty Mobile Shelving system with min. 200 kg per level load capacity & minimum 4000 no. of shelving levels in last 3 years. Purchase order, its scope of work & completion certificate for the same to be submitted along with the bid confirming to the requisite specifications.

### **13. ATC Buyer Added text based ATC clauses:**

- a) Performance security (ePBG percentage @ 3%) will be released after defect liability period of one year/ one year standard warranty period.
- b) Generic Upload Manufacturer authorization: Wherever Authorized Distributors are submitting the bid, Tender Specific Manufacturers Authorization Form (MAF)/Certificate with OEM details, Tender details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid.

### **14. Preference to MII (Make in India) product:**

Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India, Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products.

The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the

percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per iv\II order dated 4.6.2020 will be eligible to bid. Non-Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023.

OM No.1 4 2021 PPD dated 18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

**Purchase preference to Micro and Small Enterprises (MSEs):**

Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer)of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will de awarded for 25%(selected by Buyer) percentage of total QUANTITY. The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023. OM No.1 4 2021 PPD dated 18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India Order, 2017.