

MANOHAR PARRIKAR INSTITUTE FOR
DEFENCE STUDIES AND ANALYSES
मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

No.1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi – 110 010

Ph. No., 26717983 Ext:305/312

Email: pktiware.idsa@gov.in

MP-IDSA/EM/BM/LED MIRROR/2025-2026

Date: Sep 2025

**CUSTOM BID ON GEM FOR SUPPLY AND INSTALLATION OF POLISHED
BEVELED EDGES LED MIRRORS AT MP-IDSA**

Online bids are invited under single bid system from bonafide and experienced Firm/ Contractor/supplier for **“Supply And Installation of Polished , Beveled Edges LED Mirrors”** at MP-IDSA premises located at No. 1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi -110 010 as per details given in formats.

Detailed Tender Documents are available online from the date of tender publication at **www.idsa.in** and **GeM**. The bidders should upload duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their **bids on the GeM**, latest by **25 Sep 2025** by 1500 hrs also hard copies of the relevant documents to be submitted along with (1) Demand Draft for Rs. **8000/- (Rupees Eight thousand only)** in favour of **“MP-IDSA” payable at New Delhi** as Earnest Money Deposit and (2) all documents signed and stamped, which shall be submitted in sealed cover addressed to the **Assistant Director, MP-Institute for Defence Studies and Analyses**, may be sent at the Institute's address mentioned above either by Speed Post / By hand delivery at Tender Box kept at the reception office, should reach on or before **1500 hrs, 25 Sep 2025** duly mentioning on top right hand corner of the sealed envelope **“EMD and any other supporting documents for “Supply And Installation of Polished , Beveled Edges LED Mirrors”**.

All the tenders are to be submitted on the prescribed forms, as enclosed, duly signed, stamped and dated on each page of tender and Annexures as their unconditional and explicit concurrence to the terms and conditions laid down by the Institute.

The bids shall only be opened online in presence of the bidders or their authorized representative, not more than one person, may be present at the time of opening of the bids, if they desire. **All quotation should be submitted on the GeM portal.**

MP-IDSA reserves the right to accept or reject any or all quotations including the lowest bidder without assigning any reason at its sole discretion and the decision of the MP-IDSA will be final and binding to all concerned.

Critical Dates of Tender:

(i) Publish Date & Time	04/09/2025, 11:00 hrs
(ii) Document Download Start Date & Time	04/09/2025, 11:30 hrs
(iii) Bid Submission Start Date & Time	04/09/2025, 12:00 hrs
(iv) Bid Submission End Date & Time	25/09/2025, 15:00 hrs
(v) Offline submission, EMD, and other supporting documents	25/09/2025, 15:00 hrs
(vi) Bid Opening Date & Time	25/09/2025, 15:30 hrs
(vii) Pre Bid meeting	17/09/2025 15:00 hrs
(viii) Cost of Tender	Free of cost

Note : : Contractor may inspect the Campus & assess its requirement before bidding the tender. Corrigendum / addendum / modification to this tender, if any, will be notified through GeM, www.idsa.in only.


Col. Chetan Gurbax (Retd.)
Assistant Director (Admin)




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SUPPLY AND INSTALLATION OF POLISHED WITH BEVELED EDGES LED MIRROR
MEMORANDUM OF WORK IN BRIEF

1	Name of work	Supply And Installation of Polished with Beveled Edges LED Mirror
2.	Cost of Document	Free of Cost
3	Estimated Cost	Rs.389424/- including GST
4	Earnest Money	Rs.8,000/-
5.	Validity period	60 days
6.	Publish Date & Time	04/09/2025 by 1100 hrs
7.	Submission Start Date & Time	04/09/2025 by 1130 hrs
8.	Site visit	04/09/2025 on all working day between 1030 hrs to 1530 hrs till submission end date.
9.	Tender Submission End Date	25 Sep 2025 by 1500 hrs.
10.	Tender Opening Date	25 Sep 2025 by 1530 hrs.
11.	Mode of Sending	EMD and relevant documents of In sealed cover by Speed post/Hand Delivery in the tender box kept at reception.
12	Pre Bid meeting	17 Sep 2025 by 1500 hrs. Mandatory to attend by bidders to be considered in technical evaluation. Otherwise bid shall not be considered.


Col. Chetan Gurbax (Retd.)
Assistant Director (Admin)

Signature of bidder

Name :

Company seal

Date

SUBJECT: SUPPLY AND INSTALLATION OF POLISHED , BEVELED EDGES LED MIRRORS

Online bids are invited for the work as mentioned above and scope of work and terms & Conditions of the order shall be as follows: -

1. **Time Schedule:** The work shall be completed within 20 days from the date of award. A sum of Rs 500 per day will be charged for delay in completion of work. Director General ,MP-IDSA, decision in this regard shall be final and binding.
2. **Execution of Work:** The work shall be executed in best workman like manner, to the entire satisfaction of the Institute.
3. **Unit Price:** Unit rates quoted for the work shall be deemed to include for all material , labour, tools and accessories, as required for proper execution of work complete in all respects. Any missing minor details which are not spelt out in the description of work but are required for proper completion of work shall be deemed to have been taken into account in the quoted rates. The rates shall also include for transportation including price escalations, contractor's overheads and profits including GST if any. Nothing extra shall be admissible on any such account.
4. **Approval of Material and Workmanship:** The Contractor has to get approved the sample of LED Mirror before providing and fixing in lot. The contractor may deliberate to provide such samples for Approval within 05 days of issue of LOI. It shall be the responsibility of the contractor to submit samples in the execution of the awarded work and any other items as decided by the Institute. Any material rejected by the institute shall be removed from the site within 48 hours of issue of instructions to this effect by the institute. Failing this, the institute shall have to rights to get these removed at the cost of the contractor and the contractor shall have no claim whatsoever in this regard.
5. **Defect Liability:** The work completed shall have defect liability period of **36 months for LED lights used in mirror from the certified date of completion**. The contractor shall re-do the work, wherein defects have developed during this period under the direction of the Estate cell, at no extra cost.
6. **Completion of Work:** On completion of the work, the contractor shall inform the Estate cell in writing with the date of physical completion of work for final approval for issue of completion certificate. Inspection of the finished work will be carried out by the representative of MP-IDSA.
7. No material will be issued by the department. All materials for the work as per scope of work if required will be procured/arranged by the contractor at his own cost.
8. **Submission of Bid:** Bid shall be uploaded on GeM and Annexure I to the tender duly quoted and signed on all pages along with this letter in token of the acceptance of terms and conditions mentioned herein-before, should be submitted in sealed covers duly marked "Tender for "Supply And Installation of Polished , Beveled Edges LED Mirror

" addressed to Assistant Director, MP-IDSA, so as to reach on or before 1500 hrs on **25 Sep 2025**.

9. Upon acceptance of the quote, no subletting/transfer would be allowed by the Contractor.

10. **Earnest Money Deposit:** Bidders shall deposit Earnest Money Deposit (EMD) along with their bids. While submitting the bid, the vendor shall deposit Earnest Money of **Rs. 8000/-** by demand draft "**MP-IDSA**" payable at **New Delhi**. No other mode of remittance shall be accepted. EMD is to remain valid for a period of 90 days beyond the final bid is accepted. EMD of the unsuccessful bidders will be returned to them at the earliest latest on or before the 30th day after the award of the work. The EMD of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Security from them as called for in the contract. EMD is not required to be deposited by those Bidders who are registered MSME, etc. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender. The bidders found without EMD are liable for outright rejection.

11. **Security Deposit :** On receipt of the Letter of intent (LOI), the successful bidder shall furnish 10% of the contract value as security deposit in the form of Fixed Deposit Receipt from Nationalized Bank or Bank guarantee from Nationalised Bank. The Security deposit shall be valid for a period of 60 days beyond the defect liability period.

12. **Payment Terms:** Payment will be made on actual measurement basis & 100% payment will be released after satisfactory completion of work. All statutory deductions like TDS, GST as applicable rules shall be made from the due payment of the bidder.

13. **Scope of work** – The scope of work for Supply And Installation of Polished with Beveled Edges LED Mirror is given below:-

(i) Size:

- **Dimensions:** 6.10 ft (height) × 3.50 ft (width)
- **Approximate in cm:** 186 cm × 107 cm, Total area : 21.35 Sqft

(ii) Mirror Type:

- **Type:** Copper-free silver mirror (anti-corrosion)
- **Thickness:** 5 mm (standard) Make of sant Gobin, Modi Guard, Gold Plus or equivalent. In case of equivalent, the decision of MP-IDSA shall be final.
- **Edge finish:** Polished or bevelled edges

(iii) LED Lighting:

- **Type:** Integrated LED strip

- **Light Color Options: Three light adjustable**
 - Warm White (3000K)
 - Neutral White (4000K)
 - Cool White (6000K)
- **Brightness:** Adjustable (Dimmable)
- **CRI:** > 90 (Color Rendering Index)
- **Lumen Output:** Approx. 1000–2000 lumens (depending on LED density)

(iv) Touch Sensor & Controls:

- **Switch:** Touch sensor / capacitive button on mirror front
- **Features:**
 - On/Off
 - Brightness control
 - Color temperature adjustment
 - Optional: Motion sensor / anti-fog switch / smart assistant control

(v) Power & Electrical:

- **Voltage:** AC 100–240V, 50/60Hz
- **Wattage:** 30–60W (based on LED type and length)
- **Power Supply:** Built-in driver or external transformer
- **Certifications:** CE, RoHS, ETL (as per region)

(vi) Mounting:

- **Installation:** Wall-mounted (horizontal or vertical)
- **Mount Type:** Z-bracket / cleat mount / concealed screw
- **Back Frame:** 6 mm WPC /PVC with mounting holes and brackets

(vii) Warranty:

- 3 years standard manufacturer warranty on LED lights.

(vii) **Buy Back:** Bidder has to quote rates considering all removed mirrors under buyback **“as is, where is basis”**

Note:-

- (i) All fitting must be covered while performing work.
- (ii) Contractor needs to show the materials before start the work to representative of MP-IDSA.
- (iii) Contractor is expected to train his labour to carry out the work in peaceful manner without any disturbance to residents.
- (iv) The contractor has to make arrangements for cleaning the work site every day and on completion of the work from the work area at his cost.
- (v) The contractor shall be paid on the basis of the actual quantity of completed work as per the scope of work.

- (vi) Any minor work like applying cement based putty observe during painting required to be completed without any extra cost.

14. Eligibility Criteria: -

- (i) Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least Rs. 5 Lakhs per annum.
- ii) Experience of having successfully completed similar works during last 3 years ending last day of month previous financial year 2022-23 to the one in which applications are invited should be either of the following: -
- a. Three similar completed works costing not less than the amount equal to 40% of the estimated cost.
 - or
 - b. Two similar completed works costing not less than the amount equal to 75% of the estimated cost.
 - or
 - c. One similar completed work costing not less than the amount equal to 100% of the estimated cost.
- (ii) For MSME registered bidder: Declaration of Udyog Aadhaar Memorandum (UAM) number by the MSME vendors on GeM portal should be made. The MSE bidders who fail to submit UAM number will not be able to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs.
- (iii) MSME bidders under relevant category need not to deposit EMD.
- (iv) Firm registered office must be in Delhi NCR (Proof required as latest Electricity bill/water bill or lease agreement only) .**
- (v) Copy of valid PAN
- a) In case of limited/Pvt. Limited company- PAN should be in the name of company.
 - b) In case of partnership firm- PAN should be of firm only.
 - c) In case of sole proprietor firm- PAN should be either of sole proprietor or firm & in such case an affidavit is also to be submitted for sole proprietor of the firm.
- (vi) Declaration w.r.t. GST- A self-declaration that the bidder is not black listed by GST authorities.
- (vii) Clear track record /non blacklist undertaking as per Annexure I

(viii) For MSME Bidder:-

- (a) If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
- (b) Purchase preference to Micro and Small Enterprises (MSEs):
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% 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 be awarded for percentage of 25% of total. In this case tender may be cancel view nature of work not allow to perform the work.

Sno	Parameter	For MSME	Page No.	Document attached (Yes/NO)
(a)	Work order	Exempted		
(b)	Completion certificate	Exempted		
(c)	ITR/Turn Over last 3 years	Exempted		
(d)	PAN & GST Number	Required		
(e)	EMD	Exempted		

(f)	Office Location must have in Delhi NCR (Proof Electrical bill/lease agreement)	Required		
(g)	Clear track record /non blacklist undertaking as per Annexure I	Required		
(h)	Annexure II	Required		

Note: (i) All documents must signed and uploaded on GeM.

(ii) Definition of Similar Work: Experience of Civil repair work in any Govt. office or large private sector company.

15. Force Majeure. Should any Force Majeure circumstances arise, each of the contracting party shall be excused for the non-fulfilment or for the delayed fulfilment of any of its contractual obligations, if the affected party within (01 day) of its occurrence informs the other party in writing. Force Majeure shall mean fires, floods, natural disasters or other acts, that are unanticipated or unforeseeable, and not brought about at the instance of the party claiming to be affected by such event, or which, if anticipated or foreseeable, could not be avoided or provided for, and which has caused the non-performance or delay in performance, such as war, turmoil, strikes, sabotage, explosions, quarantine restriction beyond the control of either party. A party claiming Force Majeure shall exercise reasonable diligence to seek to overcome the Force Majeure event and to mitigate the effects thereof on the performance of its obligations under this Work order.

16. Dispute Resolution.

(a) Any dispute and or difference arising out of or relating to this contract will be resolved through joint discussion of the authorities' representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication to a sole Arbitrator appointed by the Director General ,MP-IDSA.

(b) The award of the sole Arbitrator shall be final and binding on all the parties. The arbitration proceeding's shall be governed by Indian Arbitration and Conciliation Act 1996 as amended from time to time.

(c) The cost of Arbitration shall be borne by the respective parties in equal proportions. During the pendency of the arbitration proceeding and currency of contract, neither party shall be entitled to suspend the work/service to which the dispute relates on account of the arbitration and payment to the contractor shall

continue to be made in terms of the contract. Arbitration proceedings will be held at Delhi/New Delhi only.

17. **Jurisdiction of Court**. The courts at Delhi / New Delhi shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.

Non Blacklisted Certificate

(To be provided on (Rs.100/-) -A non-judicial stamp paper duly notarized)

I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered/pending against the firm or its owner/partners anywhere in India. I also certify that the above information is true and correct in any every respect and in any case, at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:
Place:

Authorized Signatory
Name:
Designation:
Contact No.
Email ID:

UNDERTAKING

(To be submitted on Letter Head)

(For commitment, genuineness of the information furnished online and authenticity of the documents uploaded during the Bidding Process)

I/ We,, hereby agree, undertake, and confirm that: -

1. I/We am/are submitting a bid for the work.....against NIT No. dated..... and I/we agree and undertake to execute the work in accordance with all the terms, conditions and provisions of the Bidding Documents.
2. All information furnished by me/ us in respect of fulfilment of qualification criteria for our Bid is complete, correct and true.
3. All copies of documents uploaded along with our Bid are genuine, authentic, complete, true, valid and as per tender document requirement.
4. I/ We declare that there is no deviation from the NIT terms and conditions in the offer submitted by us."
5. If any information and document furnished/ uploaded by me/ us is found to be false/ incorrect at any time, the Authority may reject my/ our Bid and action as deemed fit may be taken against me/us, including termination of the Contract Agreement (if the Project is awarded to me/us), forfeiture of all dues including the Bid Security and banning/ delisting of me/ us and all members/ partners.
6. We confirm that we are in a position to supply material/services and complete the job as per the specifications given in tender document.
7. Forfeiture of Earnest Money Deposit (EMD) : The bidder will not be allowed to withdraw the BID after the last date and time for submission of the bids and after opening of bid being lowest bidder. If the bidder withdraws from the process, the EMD deposited by the bidder will be forfeited. In case of lowest MSME bidder, submit EMD amount for forfeit by Institute and the bidder shall be debarred from institute from participating in any tendering process for a period of three years.
8. Capitalized terms used herein, unless defined herein, shall have the same meaning assigned to them in the Bidding Documents.

Signature of the Bidder

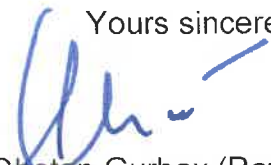
Additional Conditions

- (A) All the T& P is to be arranged by Contractor and nothing extra shall be paid on this account
- (B) The contractor shall make his own arrangement for making electric connections to equipment like drill machine etc. If any.
- (C) The Contractor shall be bound to follow the restrictions on the movement of labour, at MP-IDSA campus due to security or any other reason(s). No Claim shall be entertained on this account.
- (D) The contractor shall personally responsible for violation of any guidelines and shall have to pay the fine /penalty imposed by appropriate authority. No claim on this account shall be entertained.
- (E) TDS & GST will be deducted as per applicable rules.
- (F) The contractor shall be fully responsible for safe custody of the material even if the materials are under double lock system.
- (G) Quantity can be increased or decreased depending upon the requirements.
- (H) Contractors are advised to visit the site and condition before quoting. After opening the bids no excuse will be entertained with regards to site conditions, security restrictions, etc.
- (I) Contractor will be fully responsible for security clearance for his employees. Valid government ID will be submitted to the estate team for necessary security clearance and issue of work pass before entry of worker(s) to the Campus and all staff shall wear work safety Jacket (Yellow Color).

Director General, MP-IDSA reserves the right to accept or reject the lowest or any offer or all offers without assigning any reasons thereto.

Please acknowledge.

Yours sincerely,



Col. Chetan Gurbax (Retd.)
Assistant Director (Admin)

Form of Tender
(On firm's Letter Head)

To,

**MP-IDSA
No 1, Development Enclave
Rao Tularam Marg, New Delhi-110010.**

Sir,

Name of work: Supply And Installation of Polished with Beveled Edges LED Mirror

1. Having visited the site condition and examined the conditions of contract, specifications and schedule of quantities for the above named work, we offer to undertake and complete the whole of subject work in conformity with the said conditions of the contract and schedule of quantities of this quotation.
2. We undertake to complete and deliver the whole of the work comprised in the contract within the time limit.
3. We have independently considered the amount of liquidated damages shown in the document hereto and agree that it represents fair estimates of loss likely to be suffered by you in the event of the works not being completed properly.
4. Unless and until a formal agreement is prepared and executed, this quotation together with your written acceptance thereof shall constitute a binding contract between us.
5. We understand that if our bid is accepted, we are to be jointly and severally responsible for the due performance of the contract.
6. We confirm that, we/representative will attend the **pre bid meeting** which is mandatory requirement for all prospective bidders. Also understand failing which shall be disqualification at the technical bid stage.
7. **Revocation after Opening of Financial Bids by Lowest Bidder.** In the event of lowest tenderer/bidder revoking his offer voluntary reduction after closing of bid submission date & time, his offer will be treated as revoked and he will be asked to deposit an amount equal to Earnest Money through DD. In addition, bids of such tenderer/bidder and his related firm shall not be opened in second call or subsequent calls and necessary action such as debarred /blacklisted from participating in tender process as per GFR clause 175 (Code of Integrity).

Dated Day of

Signature.....In the capacity of

Duly authorized to sign for and on behalf of.....

Name and address of the tenderer.

(IN BLOCK CAPITALS)

Form of Tender
(On firm's Letter Head)

To,

**MP-IDSA
No 1, Development Enclave
Rao Tularam Marg, New Delhi-110010.**

Sir,

Name of work: Supply And Installation of Polished , Beveled Edges LED Mirrors

1. Having visited the site condition and examined the conditions of contract, specifications and schedule of quantities for the above named work, we offer to undertake and complete the whole of subject work in conformity with the said conditions of the contract and schedule of quantities of this quotation.
2. We undertake to complete and deliver the whole of the work comprised in the contract within the time limit.
3. We have independently considered the amount of liquidated damages shown in the document hereto and agree that it represents fair estimates of loss likely to be suffered by you in the event of the works not being completed properly.
4. Unless and until a formal agreement is prepared and executed, this quotation together with your written acceptance thereof shall constitute a binding contract between us.
5. We understand that if our bid is accepted, we are to be jointly and severally responsible for the due performance of the contract.
6. We confirm that, we/representative will attend the **pre bid meeting** which is mandatory requirement for all prospective bidders. Also understand failing which shall be disqualification at the technical bid stage.
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Dated Day of

Signature.....In the capacity of

Duly authorized to sign for and on behalf of.....

Name and address of the tenderer.

(IN BLOCK CAPITALS)

Financial Bid –**Supply And Installation of Polished , Beveled Edges LED Mirrors**

To be filled properly, reasonably and upload on GeM. The rates should be filled in prescribed format inclusive of GST.

Sno	Description	Unit	Area (A)	Rate (Rs) (B)	Amount (Rs) (A) X (B)
(a)	Supply And Installation of Polished with Beveled Edges LED Mirror as per scope of work under buy back	Sqft	427		
(b)	Buy Back cost (As is, where is Basis)	Sqft	427		
(c)	Net Cost (a-b)				

Total amount in words: _____

Signature of Bidder with stamp

Note: -

1. **The amount quoted should be inclusive of GST.** Conditional Tenders will be rejected.
2. No Wastage shall be considered for measurement. The contractor shall include cost of supply & transportation of materials, labour, tools, etc. to the site.
3. If any discrepancy found in quoting the financial bid in words and figures, the higher quoted amount will be considered.
4. GST & TDS will be deducted as per rules from the quoted amount and may be catered for while quoting the rates.
5. Bidder shall signed, stamped and upload the filled price bid.