

Cost of Tender Document Fee Rs.500/-

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119**

INVITATION OF TENDERS

For supply of Furniture Items.

Tender Reference : **SO/Tender/NITK/2009**

Date of Commencement : **25.5.2009**
for Sale of Tender
Documents

Last date and Time for : **15.6.2009 at 2.30 PM**
Receipt of Tenders

Time and date of opening : **15.6.2009 at 3.00 PM**
of Tenders

Place of opening of : **Office of the Stores Officer,**
Tenders **NIT, Kurukshetra**

**INSTRUCTIONS TO TENDERERS
&
CONDITIONS OF CONTRACT**

1. System of Tendering

Two bid system (Technical & Commercial bids should be submitted in separate covers in following manner):

- (i) Bid containing technical specifications and Earnest Money Deposit.
- (ii) Bid containing financial offer.

The envelopes should be marked as Technical Bid and Financial Bid with reference numbers and submitted in one cover.

These bids will be opened in two stages on different dates. The bid containing technical specifications and Earnest Money deposit will be opened at Ist stage and if the same is found according to required specifications, the bid containing financial offer shall be opened in IInd stage

- 2. Tender must be sent in a properly sealed envelope with tender number and due date subscribed on the envelope addressed to the Stores Officer, NIT, Kurukshetra.
- 3. The price should be quoted on prescribed price schedule. All corrections must be attested by the tenderer.
- 4. All the columns of the tender form shall be duly and properly filled in separately. The rates and units shall not be overwritten in the price schedule. The rates shall be quoted both in figures and words. The Tender should be signed by the authorized signatory of the firm.
- 5. The tenderer shall deposit earnest money as specified in Notice inviting tenders alongwith Technical Bid in the form of Bank Draft in favour of Director, National Institute of Technology, Kurukshetra payable at any Scheduled/Nationalised Bank at Kurukshetra. The tenders without Earnest Money shall be rejected.
- 6. In case the Tender Documents are downloaded from the website of the Institute for submission of the tender, the Tender Document Fee may be deposited through Demand Draft alongwith the Tender otherwise the tender may be rejected.
- 7. The successful tenderer shall furnish the Performance Security for an amount of 5% of total value of the equipment in shape of Bank Guarantee in favour of Director, National Institute of Technology, Kurukshetra of any Scheduled/Nationalised Bank for the period of completion of performance obligations and warranty period.

8. The required delivery period must be mentioned against each item. After the order has been placed, the goods must be delivered within the stipulated period or by the delivery period extended by the Director. In case of late delivery of goods the Director is entitled to recover as penalty from the tenderer a sum @ 0.5% of the total value of the goods for every week or part thereof and the maximum 10% of the total value of the goods for which the consignment is delayed beyond the due date.
9. The payment will be made after receipt of goods according to specifications, its installation and good working order. In case the goods are rejected these have to be removed by the supplier at his own cost. The rejected goods must be replaced by the supplier within 15 days of the dispatch of registered notice intimating that the goods have been rejected failing which the order may be cancelled and security forfeited.
10. No payment will be made in advance for any supplies under this tender. No claim for any duty, not stipulated in tender will be admitted at any stage.
11. The valid documentary proof of Sales Tax, VAT/Service Tax Registration No. & details of Income Tax registration (PAN) should be submitted alongwith tender. The taxes must be quoted clearly and separately. If the taxes are not quoted separately, it will be presumed that the rates quoted are inclusive of taxes. The rates quoted should be firm and include all charges. The material may be dispatched "FREIGHT PAID" where the offer is F.O.R. destination. The Form D is not issued by the Institute.
12. The consignment must be insured not exceeding at the rate of 1% of the value against the risk of breakdown and damage in transit with an Insurance Company if the goods are likely to get damaged in transit. In the absence of insurance the entire responsibility shall rest with the supplier and the Director shall not be bound to pay for such items, broken or damaged in transit.
13. In case of imported goods, the country of origin, maker's name and Brand must be mentioned alongwith the FOR price. Payment of Custom Duty & Excise Duty is exempted to this Institute for the equipments required for research purpose only.
14. In case of goods controlled by the Government, the tendered rates shall not be higher than the controlled rates.
15. Standard warrantee of minimum One Year or more should be mentioned in the tender. A list of users where similar equipment has been supplied in the past should be furnished with the tender.
16. Director of the Institute reserves the right to accept or reject any tender without assigning any reason.

17. The institute reserve the right to verify/seek confirmation of all original documentary evidence submitted by the venders in support of the tenders, specifications for eligible criteria. In case any information furnished by vender is found false/incorrect the tender will be rejected. The descriptive literature with full technical data and drawing/photos must be furnished alongwith the tender.
18. In case of dispute the decision of the Director shall be final. All above conditions will be enforced unless written orders of the Director are obtained relaxing any specific condition in any particular instance.
19. The tender shall remain valid for **90 days** from the date of opening of tender. Fax or conditional tenders shall not be accepted.
20. **Tender received beyond the fixed date and time shall not be accepted.**
21. The tenderers are required to quote their lowest rates in the very first instance and there shall be no negotiation in purchases. In case only one tender is received or only one tender remains according to specifications of the required goods, negotiations will be carried out.

PRICE SCHEDULE

Having examined the tender documents, the receipt of which is hereby duly acknowledged, we offer to supply the goods and services in conformity with the said tender documents at the rates shown below:

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
|--------|--------------------------|------|-------------------------------|---|--|--|-------------------------------|-----------------|--|---------|
| Sr. No | Particulars of the items | Unit | Ex-works, Ex-godown or C.I.F. | Customs Duty/excise Duty inclusive, if exclusive rates be given | Packing forwarding Octroi inclusive, if exclusive rates be given | Whether Sales Tax inclusive, if exclusive rates be given | Total Cost F.O.R. Kurukshetra | Delivery Period | Particulars of Manufacturers and Country in which manufactured | Remarks |
| | | | | | | | | | | |

N.B.: The price column should be properly filled. In case nothing is mentioned in the columns the price will be considered inclusive of Taxes, Excise Duty, packing and forwarding Octroi etc.

Dated the _____ Date of _____

Address with seal

Signature

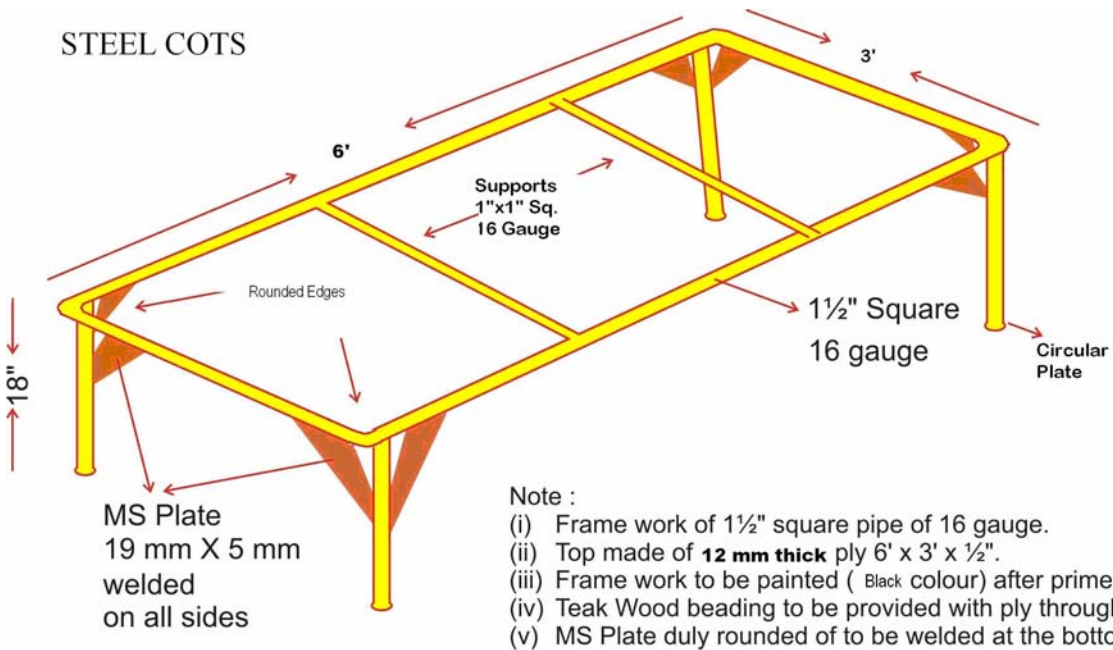
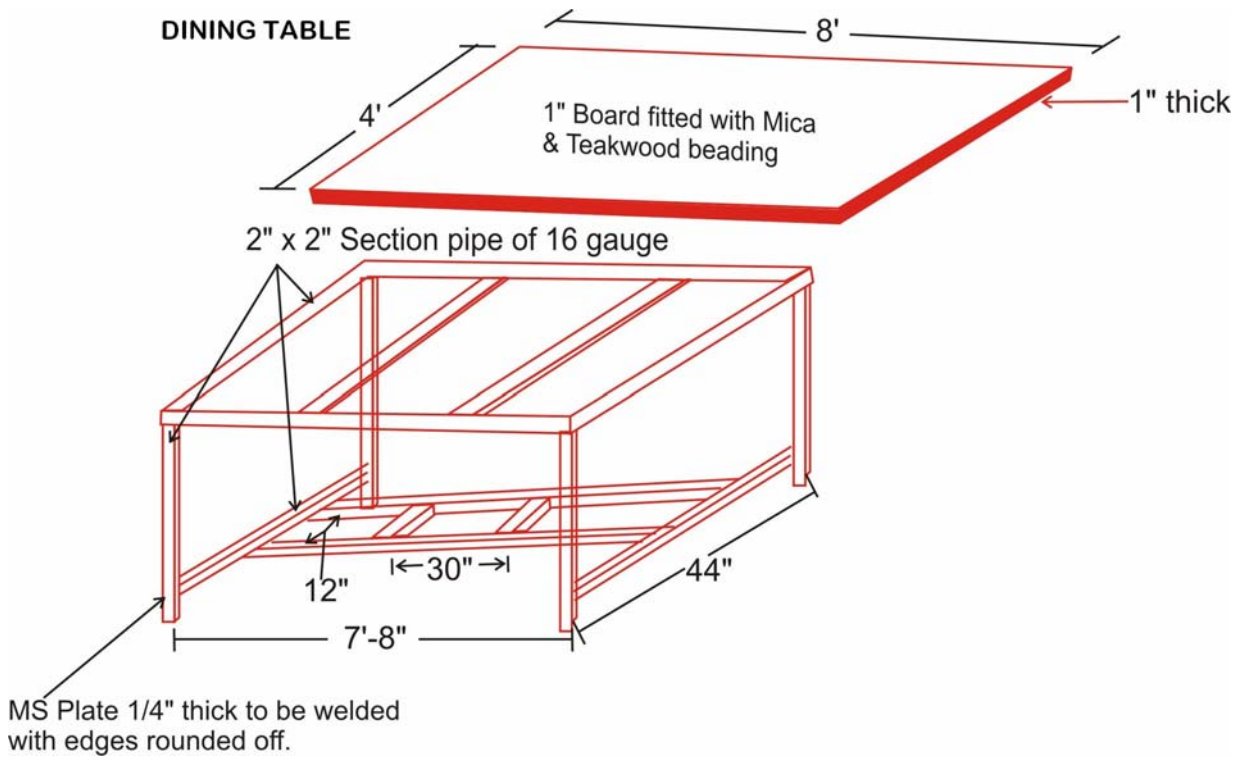
SCHEDULE OF REQUIREMENTS

| Sr. No. | Name of the Items | Qty. | Earnest Money (in Rs.) |
|----------------|--|-------------|--------------------------------|
| 1. | Steel Cots | 720 Nos. | 2.41 Lacs |
| 2. | Steel Study Chair with Arms | 720 Nos. | |
| 3. | Wooden Table for rooms 4'x2.5' with facility of computer | 720 Nos. | |
| 4. | Dining Table 8'x4' with sun mica top | 48 Nos. | |
| 5. | Dining Chair | 480 Nos. | |
| 6. | Sofa Set (5 Seater) | 6 Nos. | |
| 7. | Wooden Center Table | 4 Nos. | |
| 8. | Wooden Office Table | 4 Nos. | |
| 9. | Office Chair | 24 Nos. | |
| 10. | Computer Table | 2 Nos. | |
| 11. | Steel Almirah (Big) | 4 Nos. | |
| 12. | Steel Almirah with cash safe (Small) | 2 Nos. | |
| 13. | Wooden Rack | 4 Nos. | |
| 14. | Wooden Tray | 4 Nos. | |
| 15. | Easy Chair (Common Rooms & Rooms) | 840 Nos. | |
| 16. | T.T. Table | 4 Nos. | |
| 17. | News Paper Stand | 8 Nos. | |
| 18. | Dust Bin for Rooms (Small) PVC Moulded of good quality. | 720 Nos. | |
| 19. | Dust Bin for Lobby (Big) PVC Moulded of good quality. | 40 Nos. | |
| 20. | Book Shelf of Size 66"x33"x12" | 8 Nos. | |
| 21. | TV (29") Cabinet | 2 Nos. | |

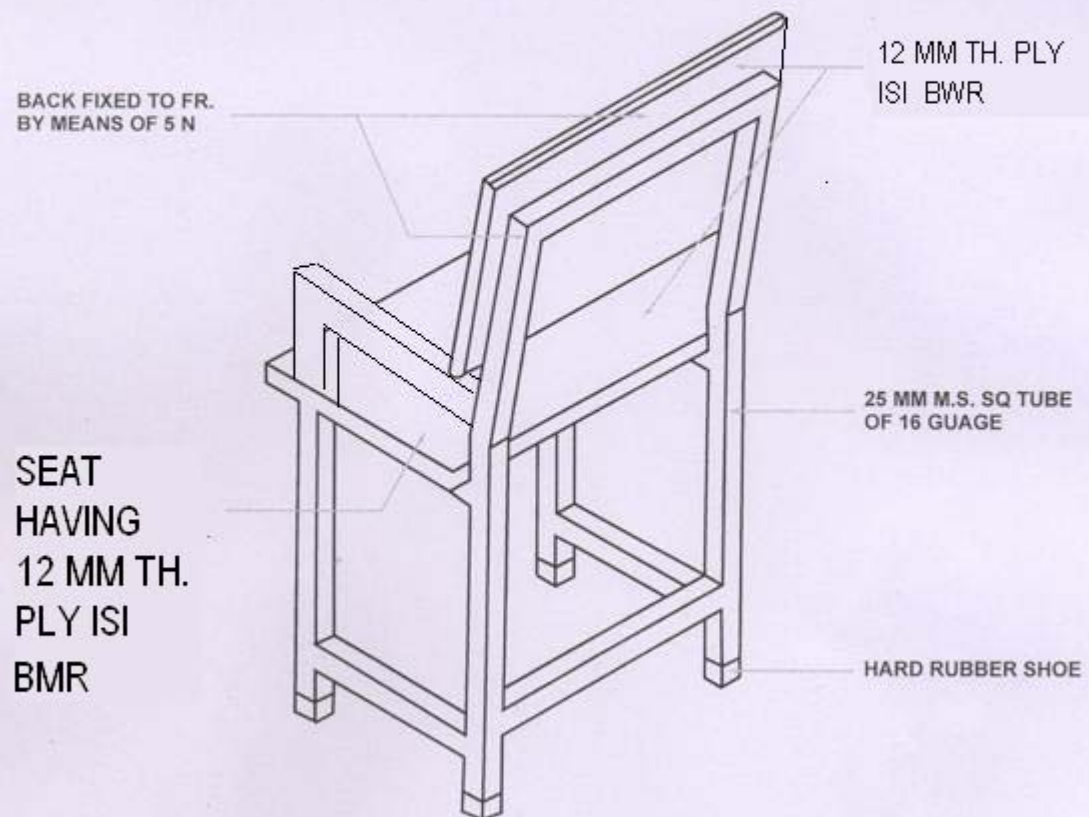
| Sr. No. | Description | Quantity |
|----------|--|----------|
| 1 | Steel Cots | |
| | Fabrication of 1.5"x1.5" square pipe 16 gauge heavy duty & 2 supports 1"x1" square pipe 16 gauge by welding. After fabrication of cot structure pipe ends properly closed top, bottom & sides by welding M.S. Plate 5mm thick Triangle side 19mm fitting properly by welding all side of cots. After completion of fabrication cot grinding and remove sharp edges properly rubbing of cot by Emery paper. And filling Metalic putty in welding & Pin holes then steel primer apply 1 coat or 2 coat of Asian paints of Enamel black colour providing and fixing of ply board ISI Mark 12mm thick (BWR) Boiled Water Resistance with teak wood half round beading fixing all side of board duly polished of board sealer two or more coats touch wood by spray, Fabrication of cot as per drawing. | 720 Nos. |
| 2 | Steel Study Chair with Arms | |
| | Fabrication of chair 1" square pipe 16 gauge heavy duty After fabrication of chair pipe ends properly closed by welding then edges properly grinding & rubbing structure of chair by Emery paper. And filling synthetic putty in welding & pin holes then steel primer apply 1 coat or 2 coats of Asian paints of Enamel black colours. Providing & fixing of heavy rubber boots in top & bottom. Seats & back of 12mm thick ply ISI (BWR) Boiled Water Resistance size of seats 16" x 18" and size of back 13" x 18" with polished chair fabrication as per drawing. | 720 Nos. |
| 3 | Wooden table (for rooms) 4'x2.5' with facility of computer | |
| | Computer table, frame fabricated out of 1" square pipe of 16 gauge. Bottom side 2"x1" pipe of 16 gauge. Top, Side, shelves, planks are to be made of 19mm thick commercial board with 1mm thick Marino matt type sunmica. Table should have provision for printer, UPS & one shelf/drawer with sliding telescopic channel for keyboard. The sliding shelf should have maximum outward movement of 10" for easy working on keyboard. The rear and front of the keyboard platform is to be provided with spirit polished teak wood beading to prevent accidental falling of keyboard. Size of the tabletop should be 4'x2.5' with round corners. All steel components should be pretreated with anticorrosion before being painted with black colour. | 720 Nos. |
| 4 | Dining Table 8'x4' with sun mica top | |
| | Fabrication of Dining Table M.S. pipe 2"x2" heavy duty 16 gauge table top size 8'x4' height 29" fabrication by welding after welding, grinding, sharp edge removing. Pipe's ends properly close by welding & grinding table structure leg bottom & fitting M.S. Plate by welding in corners and then grinding M.S Plate size 3"x3" thickness 6mm. Table structure rubbing emery paper and filling Metalic putty in welding and holes. Then steel primer 1coat or 2 coat Enamel Asian Paint full structure of dining table. Providing and fixing of ISI mark board (BWR)Boiled Water Resistance 1mm thick Sun mica fixing beading fixing all side of board. Board polished by sealer 2 coat and 1 coat touch wood by spray all will be done as per drawing. | 48 Nos. |
| 5 | Dining Chair | |
| | Supply of dining chair is plastic moulded armless below plastfully moulded of Moderna VIP-Model CH-70/40, Supremo-Dream, Neel-kamal 4002, Cello-Paragon, Reegal Model | 480 Nos. |
| 6 | Sofa Set (5 Seater) | |
| | Supply of Sofa Set five seats of teakwood with seat cushion 40 density in 4" thickness in velvet cloth. | 6 Nos. |

| | | |
|-----------|---|---------|
| 7 | Wooden Center Table | |
| | Table top size 48"x24", 18" height, legs 3"x1½" top bracing 3"x1½" lower width sides 3"x1½" support long side 2"x1" table top thickness 19mm board ISI Mark (BWR)Boiled Water Resistance. Sun mica 1 mm thick pasted of the board sun mica shed as per institution instruction. After Sun mica pasting teak wood beading. Fitting all side of the board properly rubbing by emery paper. Then apply 3 coat of sealer or 1 coat of melamine by spray. | 4 Nos. |
| 8 | Wooden Office Table | |
| | Table top 5'x3' with round corners height 31" table structure fabricated high quality teakwood. After making of structure board ISI mark (BWR)Boiled Water Resistance fitting on top with 1 mm thick Sun mica teakwood shade after fixing of mica half round teak wood beading fixing all side of board then rubbing by emery paper finish by 2 coat sealer 1 coat melamine by spray making of table structure as per drawing. | 4 Nos. |
| 9 | Office Chair | |
| | The armed chair is to be ergonomically designed and fabricated out of C.R. pipe of 14 gauge duly painted. Chair seat of Size 17"x19" & back 17"x17" covered by superior quality cloth in crape of desired shade. Seat and back is to be made up of flexible pre moulded polyurethane foam with support of 12mm ply (edges round) at bottom tightened with three plates of 4mm steel strip of 1" width. Suitable PVC beading is to be fixed all around seat and back. All steel components to be power coated Painting after anticorrosion treatment. design & shape as per Godrej standard model No. CH-03. | 24 Nos. |
| 10 | Computer Table | |
| | Computer table, frame fabricated out of 1" square pipe of 16 gauge. Bottom side 2"x1" pipe of 16 gauge. Top, Side, shelves, planks are to be made of 19mm thick commercial board with 1mm thick Marino matt type sunmica. Table should have provision for printer, UPS & one shelf/drawer with sliding telescopic channel for keyboard. The sliding shelf should have maximum outward movement of 10" for easy working on keyboard. The rear and front of the keyboard platform is to be provided with spirit polished teak wood beading to prevent accidental falling of keyboard. Size of the tabletop should be 4'x2.5' with round corners. All steel components should be pretreated with anticorrosion before being painted with black colour. | 2 Nos. |
| 11 | Steel Almirah (Big) | |
| | Steel Almirah full size 78"x38"x20" fabricated out of 20 gauge CRCA sheet confirming to IS-513-1994 Grade D material. The Almirah should have 5 shelves manufactured from 20 gauge CRCA sheet and six compartments properly welded and riveted. Door of the Almirah is to be fabricated out of 20 gauge: shelves and rest of the body is to be fabricated out of 22 gauge CRCA specified earlier. The Almirah should be provided with three hinges for each door having removable hinge pins. The door shall be provided with full height stiffeners made from CRCA sheet in 95x20mm at section duly welded to the door. The Almirah should be equipped with a special three bolting (10mm) device with tongue-in-groove interlocking mechanism. The lock should be six levers, unpick able type. All steel parts should be pretreated anticorrosion treatment followed by primer and grey paint. Colour of the paint will have to be got approved from Institute by the successful bidder. | 4 Nos. |

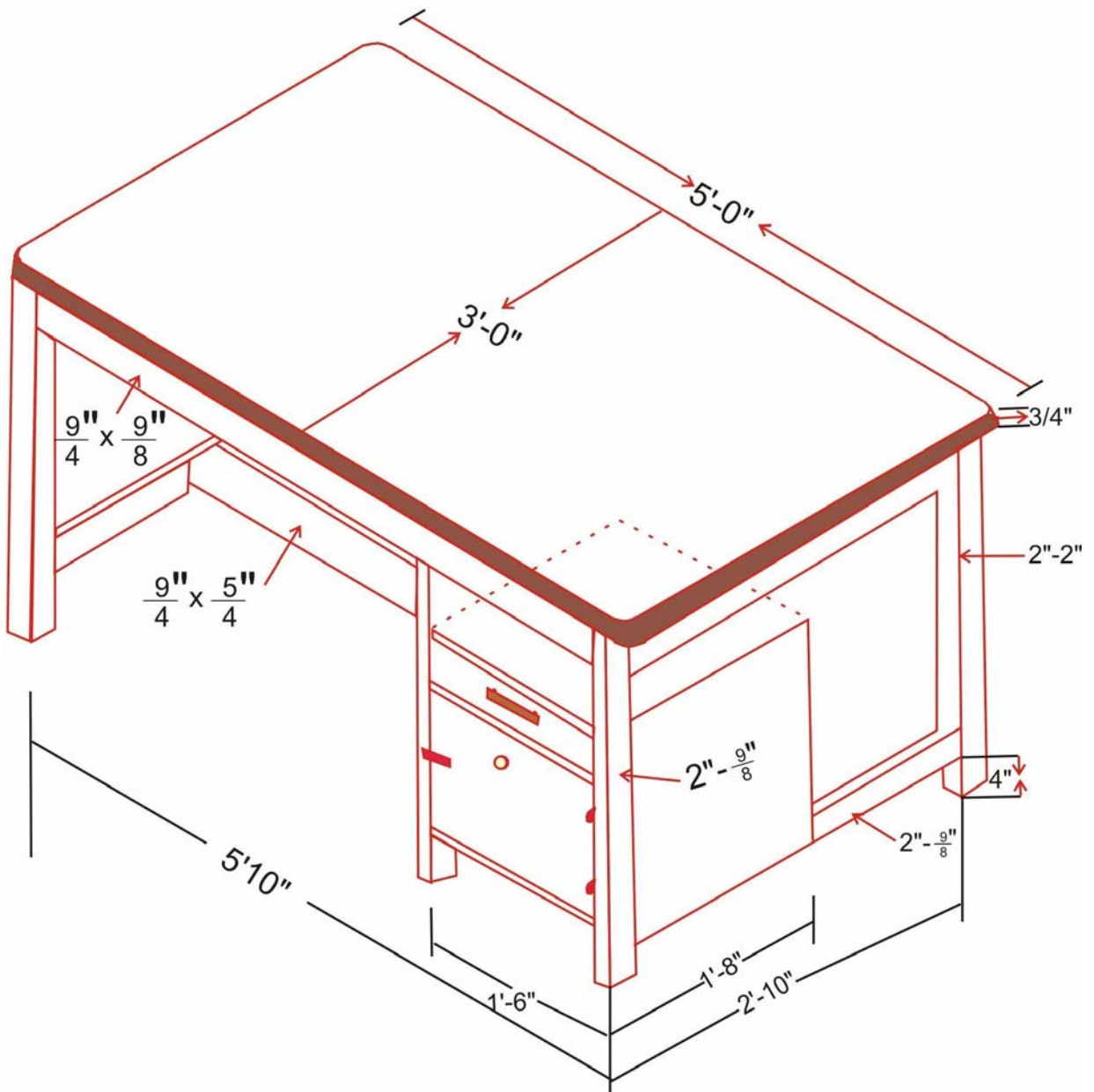
| | | |
|-----------|--|----------|
| 12 | Steel Almira with cash safe (small) | |
| | Three shelves four compartments body and doors made of 20 gauge CRC sheet. The lock shall be of six livers with duplicate keys for locking arrangements. Their will be three way bolting device of 10mm dia MS rod and central fix with strips of 10 gauge three hinings heavy type of each door. Putty shall be applied where necessary one coat of red oxide primer and two coats 1st quality synthetic enamel paints. Facility of Cash Safe should be their | 2 Nos. |
| 13 | Wooden Rack | |
| | Size 36"x15"x30" height made by 19mm thick commercial boards with one shelve two compartments back side covered with 6mm thick commercial ply 1mm thick sunmica fixed on top. Duly polished. | 4 Nos. |
| 14 | Wooden Tray | |
| | Wooden tray made by sheesham wood Size 16"x12"x3" & size 18"x12"x3" properly rubbing by Emery paper then finish by sealer 2 coat or 1 coat of melamine by spray. | 4 Nos. |
| 15 | Easy Chair (Common Rooms & Rooms) | |
| | The armed chair is to be ergonomically designed and fabricated out of C.R. pipe of 14 gauge duly painted. Chair seat of 17"x19" & back 17"x17" made up of flexible premoulded polyurethane foam with support of 12mm ply (edges round) at bottom tightened with three plates of 4mm steel strip of 1" width. Superior quality cloth in crape of desired shade (sample to be provided with quotation giving serial number to each sample).Suitable PVC beading is to be fixed all around seat and back. All steel components to be powder coated paint in. Design & Shape as per Godrej standard model CH-03. | 840 Nos. |
| 16 | T.T. Table | |
| | Full Size of STAG/TTFI/INTERNATIONAL | 4 Nos. |
| 17 | News paper stand | |
| | Size 36"x24"x48" hut type with paper locking arrangement duly polished. | 8 Nos. |
| 18 | Dust Bin for rooms (Small) | |
| | PVC Moulded of good quality | 720 Nos. |
| 19 | Dust Bin for lobby (Big) | |
| | PVC Moulded of good quality | 40 Nos. |
| 20 | Book shelf of Size 66"x33"x12" | |
| | Four sliding door, sheet of door 20 gauge and sheet of body and shelves 22 gauge with paint & glass 5mm thickness complete in all respects. | 8 Nos. |
| 21 | TV (29") Cabinet | |
| | Inner size 36", top & side 19mm ply board with Mica, front glass sliding with two drawer & wheel. | 2 Nos. |



Steel Study Chair



WOODEN OFFICE TABLE



Study cum Computer Table

