



MAHARAJA SRIRAM CHANDRA BHANJA DEO UNIVERSITY
SRIRAM CHANDRA VIHAR, TAKATPUR, BARIPADA, MAYURBHANJ-757003
No-1072/MSCBU-19011/3/2024-STORE SEC-MSCB Date: 25.02.2025

TENDER NOTICE

Sealed quotations are invited from **Original Manufacturers (OM)/Authorized Dealers** for **“Supply and installation of Furniture items”** at Maharaja Sriram Chandra Bhanja Deo University, Odisha (MSCBU hereinafter) in the prescribed format as per the requirements enclosed in the schedule of items given in bid documents. Bid documents with details terms & conditions can be downloaded from MSCBU website **“<https://www.nou.nic.in/tender.htm>”**

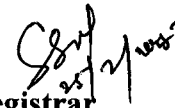
The tenders along with the tender cost and EMD in the sealed envelope should be super scribed with **“Tender for Supply and installation of Furniture items”** and submitted through Speed Post / Regd. Post at the Office of the Registrar, Maharaja Sriram Chandra Bhanja Deo University, Sriram Chandra Vihar, Takatpur, Baripada-757003” by 03:00 PM on or before 13.03.2025. The bids shall be opened on 17.03.2025 at 11:00AM. The authority reserves the right to accept / reject any or all tenders without assigning any reason thereof and will not be responsible for any postal delay.

For any query the interested bidders can visit Store Section of the University at any time during working hours on any working day at their own cost before submission of tender.

By order of Vice-Chancellor


Memo 1073 /MSCBU

Copy to PS to VC / PA to Registrar/COF for information.


Registrar
MSCB University
Dated: 25.02.2025

Memo 1074 /MSCBU

Copy to Prof In-charge of University website with request to upload the same in the university website for wide publication.


Registrar
MSCB University
Dated: 25.02.2025


Registrar
MSCB University

TENDER DOCUMENT

Tender Notice for “Supply and installation of Furniture items” at Maharaja Sriram Chandra Bhanja Deo University, Baripada Campus.

Address:

Maharaja Sriram Chandra Bhanja Deo University

Sriram Chandra Vihar, Takatpur

Baripada – 757003,

Dist: Mayurbhanj

Odisha, India

MSCBU invites sealed offers bidding for above mentioned various items **at Maharaja Sriram Chandra Bhanja Deo University, Baripada**

Interested parties may download the Tender Document from University Website **“<https://www.nou.nic.in/tender.htm>”**

1. **Last date for Submission of Bids:** 13.03.2025 at 03:00 PM.
2. **Opening of Bid Date:** 17.03.2025 at 11:00 AM.
3. **Tender fee (Non-Refundable):** Rs.5000/- (Rupees Five Thousand) in the form of a DD/Pay Order favouring **The Comptroller of Finance, MSCBU, Takatpur payable at Baripada.**
4. **Earnest Money Deposit:** The Bidder shall submit their quotes along with EMD at 1% of the Bid cost whichever is higher. EMD should be in the form of DD favouring **The Comptroller of Finance, Maharaja Sriram Chandra Bhanja Deo University, Takatpur, Baripada-751003 payable at Baripada.** This Bank Guarantee should be valid for Bid Validity period mentioned in **Clause 1 under SECTION II.**

SECTION I: INVITATION FOR BIDS (IFB)

1. Scope of Supply & Specifications:

Detailed scope of Supply and Specifications is as per enclosed **Annexure I & II**

2. Eligibility Criteria for bidders:

The eligibility criteria for pre-qualification of bidders are as under:

- i. In case the tenderer is an authorized firm then it must submit the authorization from the Registered Company. In absence of authorization, the Bid is liable to be rejected.
- ii. Products to be offered should be new, unused and of current design.
- iii. Original Manufacturers must not offer any co-branded product (i.e Product bearing brand shared with other Original Manufacturers).
- iv. The bidder should be an Organization/ Company in operation with Office and Service support centre for the last Five Years as on 13.03.2025 in Odisha.
- v. The bidder should be an organization / company in operation with office and Service Support Centre in Odisha preferably in 300 kms range of Baripada, to ensure satisfactory service support after sales.
- vi. Supply and installation has to be done by single vendor only no third party transfer will be allowed
- vii. The tenderer(s) should have executed installation of the similar nature work. Proofs of the same like PO copies, installation & completion reports,

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- performance certificates with address and contact details of the referred installation list should be submitted with the bid. In absence of supporting documents, the bid is liable to be rejected.
- viii. The bidder should be a registered firm under GST Act. The bidder should furnish the GST registration certificate, PAN no. details, along with the tender paper and to enclose copies of supporting documents. In case of company or partnership firm, the registration certificate under companies Act/Registered firms must be enclosed. In absence of above documents, the Bid is liable to be rejected.
- ix. The bidder's firm must be a financially sound & established firm fulfilling all statutory & regulatory requirements of its functioning in India. Proof of registration & other compliances and turn over, audit reports, balance sheets etc for company's financial soundness as required may be furnished for three years from 2022 to 2024 (must be certified by CA failing which the bid is liable to be rejected).
- x. The bidder/ Registrar in case bidder is authorized channel partner etc.) must have an experience of minimum 05 years or more for Sales, Installation & Service support for execution of projects/jobs.
- xi. The bidder should not be black listed in any of the Govt. Organization. Undertaking in this regard must be submitted.
- xii. The bidder's firm having ISO 9001 / MSME certificates are preferred.
- xiii. Before submission of the tender paper, please verify the eligibility criteria and ensure fulfilling all the terms and conditions.

3. Bid Submission:

The offer must be submitted in sealed envelopes. **“Offer for Supply and Installation of Furniture items at MSCB University.”** and the address of the firm should be mentioned in the envelope with phone number.

TENDER NOTICE NO. :

DUE DATE & TIME : 13.03.2025 till 03:00 PM.

3.1 Part-I : Specifications shall contain:

- **For all items**, specifications with full details including description for analysis of the proposal.
- **For all items** make and model of materials so as to enable technical assessment of the proposal.
- An Undertaking / Authorization certificate as mentioned under Eligibility Criteria.
- **Company Profile (as per PROFORMA I) along with all the supporting documents as desired.**
- Non-Refundable Tender fee of Rs. 5000/- (Rupees Five Thousand only) in the form of DD / Pay Order favouring Comptroller of Finance, MSCB University, payable at Baripada. **Quotations without Tender Fee shall be rejected.**
- Refundable Earnest Money Deposit (EMD): Offers without Earnest Money Deposit will be rejected.

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- **For all items** the warranty services are required at MSCBU, Takatpur, Baripada. A certificate of warranty as specified in the technical specification should be provided by the OEM in original.
- **For all items** the detailed Specifications with Make & Model, Compliance Statement must be as per the specification which needs to be supported by relevant product brochure etc. without proper compliance statement the bid is liable to be rejected.
- Acceptance to the terms and conditions laid down in the tender document. Any deviation in the general terms and condition will lead to the rejection of the bid.
- The bid should also contain the Price details with proper seal and signature of authorized person.

4. Opening of Bid

Bids will be opened on **17.03.2025 at 11:00 AM**. Interested bidders/ authorized representatives may attend the bid opening as per the schedule.

The outer cover super scribing in which these sealed covers are to be placed should be addressed and reach to:

**THE REGISTRAR,
MSCB UNIVERSITY
TAKATPUR
BARIPADA-757003
ODISHA, INDIA.**

SECTION II: INSTRUCTION TO BIDDERS (ITB)

1. Bid Validity

Bids shall be valid for minimum 90 Days from the date of opening. A bid valid for a shorter period shall not be considered. MSCBU-Baripada may ask bidders to extend the period of validity.

2. Delivery & Installation:

For all items, the complete delivery and installation as per our present requirement must be completed at MSCBU, Baripada within 30 days from the date of Purchase Order to meet the time lines. However, separate order may be placed for additional quantities on the same rates on "As and When Required" basis within the Bid Validity period as above. MSCBU-Baripada reserves the right to increase or decrease the Bill of Material as per the requirement without any change in the rates quoted.

Installation shall include the following:

- a) Installation and commissioning should be done by the tenderer.
- b) It will be the responsibility of the tenderer to provide all necessary spares and consumables which may be required during installation and commissioning at no extra cost to purchaser.

3. Documentation:

Detailed **manuals, handbooks, drawings, Warranty card** and any other certifications mentioned in the specifications shall be supplied along with the consignment.



4. Product Specifications & Compliance Statement:

- The bidder should quote the products strictly as per the tender specifications and only of desired / preferred brands. Complete details along with brand, specification, technical literature etc. highlighting the specifications must be supplied along with the technical bid. The compliance statements should be supported by authentic documents. **Each page of the bid and cuttings / corrections shall be duly signed and stamped by the authorized signatory. Failure to comply with this requirement may result in the bid being rejected.**
5. In case of any discrepancy between rates mentioned in figures and words, the latter shall prevail. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected.
6. Materials must be properly packed against any damage and insured up to the destination. The material should be directly supplied to MSCBU, Baripada. All the expenses involved in shipping the item to MSCBU, Baripada shall be borne by the Bidder. MSCBU, Baripada will have the right to reject the item supplied, if it does not comply with the specifications at any point of installation/inspection.
7. MSCB University, Baripada reserves the right to divide / split the order between more than one qualified bidder to meet the **Requirements and Delivery Schedule.**
8. Earnest Money is liable to be forfeited and bid is liable to be rejected, if the bidder withdraw or amends, impairs or derogates from the tender in any respect within the validity period of the tender.
9. The Earnest Money of all the unsuccessful bidders shall be returned as early as possible but within the Bid Validity period but not before 30 days from the date of Purchase Order. No interest will be payable by MSCB University on the Earnest Money Deposit. The Earnest Money of successful bidder shall be returned after successful performance of the equipment.
10. If any item or part thereof is lost or rendered defective during transit, the supplier shall immediately arrange for the supply of the equipment or part thereof, as the case may be, at no extra cost.
11. **The price should be inclusive of all taxes, otherwise the offers which are not as per the format will be rejected.**
12. **Penalty:**
If the delivery, installation and commissioning or service is not carried out in time as specified in other part of the tender document, the tenderers/manufacture will be charged @ 1 % (one per cent) per week of the total value of the concerned machine / equipment.
13. **MSCB University, Baripada reserves the right to accept / reject the offers or cancel the whole tender proceedings without assigning any reason whatsoever. Late / Delayed offers shall not be accepted under any circumstances. Incomplete offers shall be rejected outright. In case the specified date for the submission of offers being declared as a holiday for MSCB University, Baripada, the bid-closing deadline shall stand extended to the next working day.**
14. Any attempt of negotiation direct or indirect on the part of the Tenderer with the authority to whom he has submitted the tender or authority who is competent finally to accept it after he has submitted his tender or any endeavour to secure any interest



- for an actual or prospective bidder or to influence by any means the acceptance of a particular tender will render the tender liable to be rejected.
15. The prospective bidders requiring any clarification about the contents detailed in the tender document may notify to MSCB University, Baripada in writing at MSCB University's address. Clarifications received till 72 hours before the closing date / time of receipt of bids will be responded.
16. The items supplied must be supported by the bidder's technical support person. The support must be available 24 hours in a day, seven days a week and 365 days a year. Also provide toll free number / web / email so that it should be possible to contact the Principal Bidder's (Original Manufacturer's) support Centre.
17. **Unsatisfactory Performance**
The Parties herein agree that MSCB University, Baripada shall have the sole and discretionary right to assess the performance(s) of the Bidder component(s), either primary and or final, and MSCB University, Baripada without any liability whatsoever, either direct or indirect, may reject the item(s) provided by the Bidder, in part or in its entirety, without any explanation to the Bidder, if found unsatisfactory and not upto level of the acceptance of MSCB University, Baripada.
18. **Disclaimer:**
This Tender / Request for Proposal (RFP) is not an offer by MSCB University, Baripada, but an invitation for bidder's response. No contractual obligation whatsoever shall arise from the RFP process.
19. **Declaration:**
The bidder would be required to give certificate as below in his commercial bid.
20. **Solving Disputes:**
The Institution & the Tenderers shall make all efforts to resolve amicably by direct informal negotiation on any disagreement or dispute arising between them under or in connection with this contract.
All disputes arising out of the contract shall be referred to courts under the jurisdiction of the Baripada only.
The selection for procurement of Equipment will be based on quality and performance along with cost. In this context decision of technical committee nominated by MSCB University is final based on documentary evidence or actual physical verification.
The above terms and conditions except those otherwise agreed upon shall form a part of the Purchase Order.
21. **Force Majeure**
Notwithstanding the provisions of GCC clauses 22 and 23 , the supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure.
For purposes of the clause, "Force Majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
If a Force Majeure situation arises, the supplier shall promptly notify the purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the

purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

22. Termination for insolvency

If the supplier becomes bankrupt or otherwise insolvent, the purchaser may terminate the contract by giving written notice to the supplier, without any compensation to the supplier, provided, such termination will not prejudice or affect any right of action or remedy which has accrued and / or will accrue thereafter to the purchaser.

“I/We UNDERSTAND THAT THE DETAILS OF THE ITEMS/SERVICES AS PROVIDED ABOVE ARE SUBJECT TO CHANGE. I/WE AGREE THAT IN CASE OF ANY CHANGE IN THE QUANTITIES REQUIRED FOR ANY OF SERVICES, I/ WE WOULD BE SUPPLYING THE SAME AT THE RATES AS SPECIFIED IN COMMERCIAL BID. I/WE AGREE TO ADHERE TO THE RATES GIVEN ABOVE EVEN IF THE QUANTITIES UNDERGO A CHANGE”.

SIGNATURE OF THE BIDDER WITH STAMP

SECTION III: SPECIAL CONDITIONS OF CONTRACT (SCC)

1. Price Basis

Price quoted should be in the prescribed format as per Annexure-II. The quoted price will be considered firm and no price escalation will be permitted during the bid validity period. Maximum educational discount as could be offered should also be mentioned.

2. Billing :

Billing is to be done in the name of **The Registrar, MSCB University, Takatpur, Baripada-757003**. No advance payment or payment against Performa invoice will be made. Payment will be made on the basis of the actual bill of material supplied, services rendered after receipt, inspection, installation /service and duly certified by authorized representative of MSCB University.

3. Payment:

100% of invoice value after successful Installation of Item(s) at Maharaja Sriram Chandra Bhanja Deo University, Baripada and submission of invoice.

4. Warranty:

The parts/whole of the items should cover at least warranty for 1 year or as specified in the supplied instruments/items.

5. Others

All damaged or unapproved goods shall be returned at the Tenderer risk and cost and the incidental expenditure there upon shall be recovered from the concerned party.



PRE-QUALIFICATION/ELIGIBILITY
PARTICULARS OF THE BIDDERS TO BE FURNISHED IN BID FOR THE
PURPOSE OF PRE-QUALIFICATION:

PROFORMA-I

1	Name of Organization /Firm / Company	
2	Address & Telephone Number	
3	Year of establishment	
4	Status of the Firm (Company/Firm/Proprietary)	
5	Whether registered with the registrar of companies/registrar of firms. If so attach the copy of certificate.	
6	a)Name& Mobile Number of Managing Director/Managing Partner/Proprietor	
7	Whether registered with GST. Enclose the relevant copies with clearance certificates	
8	Furnish copy of PAN, Latest Income Tax Return filed.	
9	Furnish copies of audited balance sheet & profit & loss account for the last three years certified by CA.	
10	ISO 9001 certificate	
11	MSME certificate	
12	Furnish OEM authorization certificate.	
13	“Undertaking” for not be a Blacklisted Firm.	
14	EMD Payment made or not? If YES, Mention details	
15	Whether, Tender Cost paid or not? If YES, Mention details.	

I certify that I meet the eligibility criteria described in Section II of the bid.

Place:

Date:

Name, Signature & Seal of Bidder:



ANNEXURE I

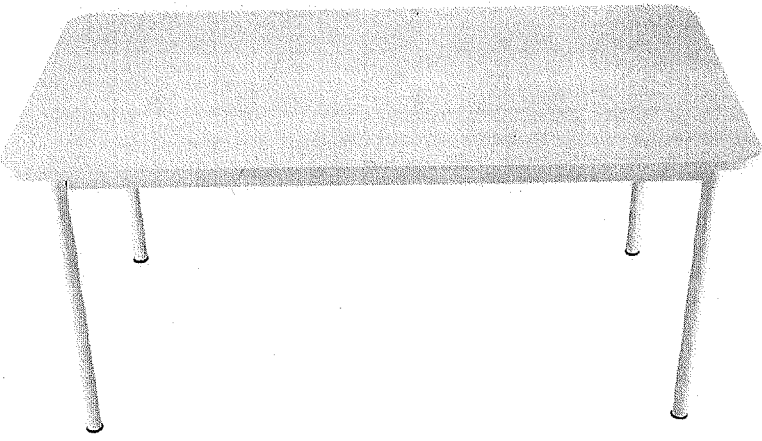
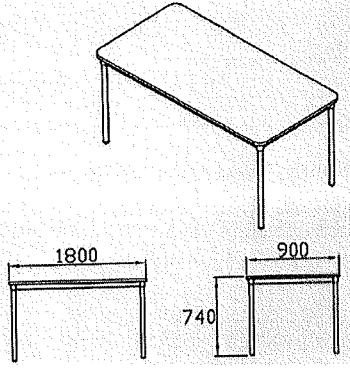
Scope: Supply and Installation of Furniture Items

Sl.No.	Name of the items	Make/Model	Quantity (in nos.)	Specifications
01	Modular Table	Godrej	50	As mentioned in Sl no. 1 of Annexure II
02	Executive Table	Godrej	01	As mentioned in Sl no. 2 of Annexure II
03	Composite Table	Branded	20	As mentioned in Sl no. 3 of Annexure II
04	Computer Table	Branded	15	As mentioned in Sl no. 4 of Annexure II
05	Cantilever Office Chair with armrest (Type-1)	Godrej	300	As mentioned in Sl no. 5 of Annexure II
06	Cantilever Office Chair with armrest (Type-2)	Branded	25	As mentioned in Sl no. 6 of Annexure II
07	Cantilever Office Chair with armrest (Type-3)	Branded	40	As mentioned in Sl no. 7 of Annexure II
08	Premium Chair	Godrej	01	As mentioned in Sl no. 8 of Annexure II

ANNEXURE II

Detailed Indicative Design & Specifications


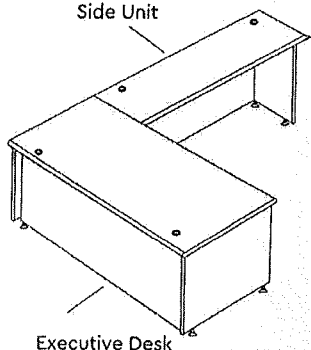
1) Supply 50 nos of Modular Table.

Indicative design & Specification			
Product: Modular Table		Make: Godrej	
			
Line Diagram			
Specifications:			
Dimension		in Centimeter (cm)	in Millimeter (mm)
	Width	180	1800
	Depth	90	900

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	Height	74	740
Features	Material Type of Table Understructure: Metal Understructure		
	Support Type of Table Understructure: Leg		
	Material of Table Understructure: Mild Steel		
	Thickness of Metal Legs Cross Section: 2 mm		
	Table Top Material Type: Particle Board		
	Thickness of Table Top & Edge (Tolerance ± 5 mm): 25 mm		
	Finish: Powder coated		
	Material Finish / Lamination in Wooden Table Top: Laminated		
	Colour: White		
	Warranty: 1 Year		
Certification	Bureau of Indian Standards (BIS), Greenguard Certification, Quality management Certificate ISO 9001:2015 , Forest Stewardship Council (FSC) Certificate		

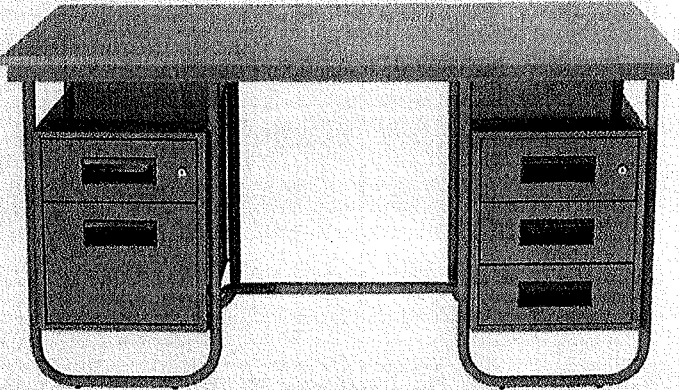
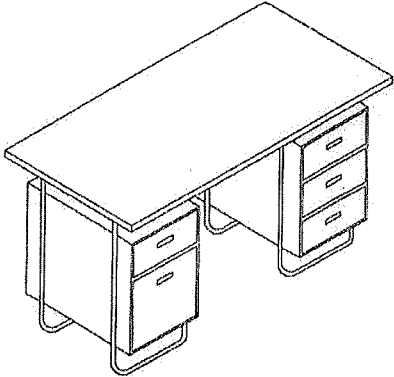
2) Supply of 01 no of Executive Table

Indicative design & Specification			
Product: Executive table		Make: Godrej	
		 <p style="text-align: center;">Line Diagram</p>	
Specifications:			
Dimension		in Centimeter (cm)	in Millimeter (mm)
	Length(L) of Table Top (Tolerance ± 50 mm)	180	1800
	Depth(D) of Table Top (Tolerance ± 20 mm)	90	900
	Height(H)	74	740
	Width of ERU (Extended Return Unit) (Tolerance ± 20 mm)	150	1500
	Depth of ERU (Extended Return Unit) (Tolerance ± 20 mm)	45	450
Features	Type of Table: Executive Table with Pedestal / Side Storage Unit		
	Material of Table Understructure, Modesty Panel & ERU : Particle Board		

(P)

	Table Top Thickness (Tolerance ±5 mm): 25 mm
	Support Type of Table Understructure: Gable
	Type of Material of Lamination in Understructure: Laminated
	Wooden Leg Thickness (Tolerance ±2 mm): 25 mm
	Type of understructure-to-ground contact: Studs
	Type of Material of Lamination in Wooden Modesty Panel: Laminated
	Thickness of Modesty Panel: 21 mm (Wooden)
	Shape of Table Top: Rectangle
	Positioning of ERU w.r.t to Table Top: Left hand side
	Lamination in ERU Table Top, Modesty panel & Understructure: Double sides
	Type of ERU (Extended Return Unit): Without Storage
	End of ERU: With Wooden Legs
	Colour of Table Top: Natural (inherent color of processed material)
	Colour of Understructure: Black
	Colour of Modesty Panel: Black
	Colour of ERU: Natural (inherent color of processed material)
	Warranty: 1 year
Certification	Bureau of Indian Standards (BIS), Greenguard Certification, Quality management Certificate ISO 9001:2015 , Forest Stewardship Council (FSC) Certificate

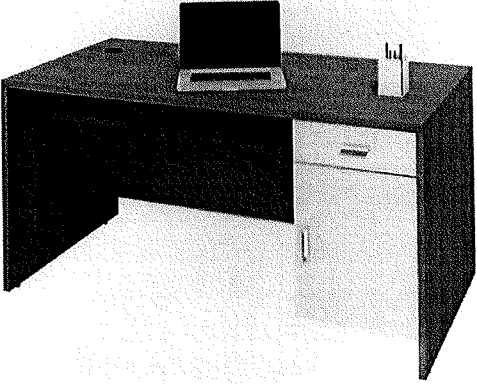
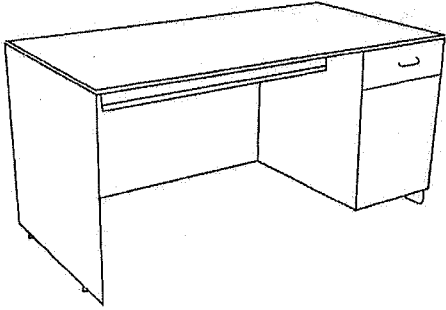
3) Supply of 20 nos of Composite Office Table.

Indicative design & Specification			
Product: Composite Office Table		Make: Branded	
			
		Line Diagram	
Specifications:			
Dimension		in Centimeter (cm)	in Millimeter (mm)
	Table top length	135	1350
	Width	75	750
	Height	73.5	735
Features	Type of Composite Office Table: Table with double storage unit		
	Type of Storage Units: Drawer and filing unit		
	Type of Tubular Pedestal: Mild Steel Tubular Pedestal		
	Material of Table Top: Particle Boards		

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	Colour: Rosewood top/teak top/ Highland pine top
	Warranty: 1 year
Certification	Bureau of Indian Standards (BIS), Greenguard Certification, Quality management Certificate ISO 9001:2015 , Forest Stewardship Council (FSC) Certificate.


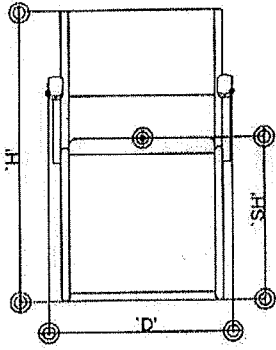
4) Supply of 15 nos of Computer Table

Indicative design & Specification			
Product: Computer Table		Make: Branded	
			
Line Diagram			
Specifications:			
Dimension		in Centimeter (cm)	in Millimeter (mm)
	Table top length	150	1500
	Width	75	750
	Height	75	750
Features	Type Table: Computer Table with additional drawer Type of Storage Units: Drawer and filing unit Type of Material on Table Top: Particle Board with lamination Type of material for Understructure: Particle Board Modesty panel should be available and fixed. Material of Modesty Panel: Particle Board with lamination Modesty Panel Thickness: 15 mm Keyboard Tray Material: Wood with Laminated Type of Table base: With castor Twin wheel castor material: Nylon Number of twin wheel castor / Studs (Nos): 4 Minimum diameter of twin wheel castor (mm): 50 Shape of Table Top Edge: Straight Thickness of Table Top (in mm) (Tolerance ± 5 mm): 18 Material of table top Edge: PVC Edge Banding Colour: Cream/White Warranty: 1 year		

CPJ


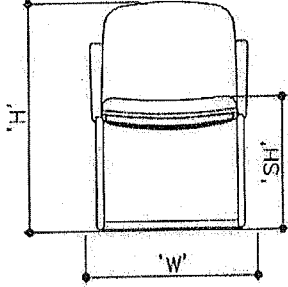
Certification	Bureau of Indian Standards (BIS), Greenguard Certification, Quality management Certificate ISO 9001:2015 , Forest Stewardship Council (FSC) Certificate.
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5) Supply 300 nos of Cantilever Office Chair with armrest (Type-1)

Indicative design & Specification			
Product: Chair with Armrest (Type-1)		Make: Godrej	
			
Line Diagram			
Specifications:			
Dimension		in Centimeter (cm)	in Millimeter (mm)
	Width(W)	58	580
	Depth(D)	56.5	560
	Height(H)	87.5	875
	Seat Height(SH)	48	480
Features	Chair Type: Non revolving and non tilting chair with armrest. Understructure type- Cantilever Understructure material- ERW tube conforming to IS : 1161 latest The shape of tubular section of understructure- Round Section Size (Diameter/Sides) of understructure: 25mm Understructure wall thickness: 2mm Backrest & Seat material: PU foam with thickness of 30-40 mm Seat upholstery material: Leatherette Backrest base frame material: Mild steel frame Armrest movement : Fixed Understructure finish- Powder Coating Armrest top material: PP (Polypropylene) Upholstered material seat colour: Black Warranty: 1 year		
Certification	Bureau of Indian Standards (BIS), Greenguard Certification, Quality management Certificate ISO 9001:2015 , Forest Stewardship Council (FSC) Certificate		


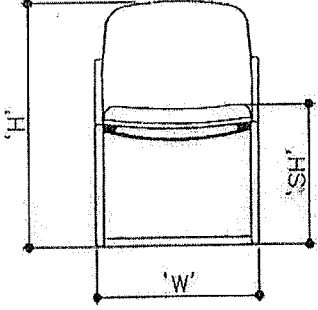
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6) Supply 25 nos of Cantilever Office Chair.

Indicative design & Specification			
Product: Cantilever Office Chair with arm rest		Make: Branded	
		 <p style="text-align: center;">Line Diagram</p>	
Specifications:			
Dimension		in Centimeter (cm)	in Millimeter (mm)
	Width(W)	60	600
	Length(L)	55	55
	Height(H)	80	800
	Seat Height(SH)	45	450
Features	Chair Type: Non revolving and non tilting chair with armrest.		
	Understructure type- Cantilever		
	Understructure material- ERW tube conforming to IS : 1161 latest		
	The shape of tubular section of understructure- Round		
	Section Size (Diameter/Sides) of understructure: 19mm		
	Understructure wall thickness: 2mm		
	Backrest & Seat material: PU foam with thickness of 30-40 mm		
	Seat & Backrest upholstery material: Polyester fabric		
	Backrest base frame material: Mild steel frame		
	Armrest movement : Fixed		
	Understructure finish- Powder Coating		
	Armrest top material: PP (Polypropylene)		
Upholstered material seat colour: Blue			
Warranty: 1 year			
Certification	Bureau of Indian Standards (BIS), Greenguard Certification, Quality management Certificate ISO 9001:2015 , Forest Stewardship Council (FSC) Certificate		


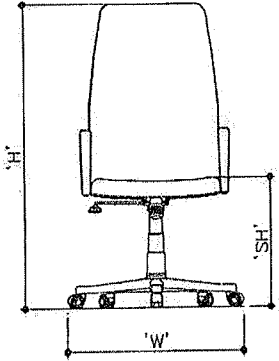
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7) Supply 40 nos of Cantilever Office Chair.

Indicative design & Specification			
Product: Cantilever Office Chair without armrest		Make: Branded	
			
Line Diagram			
Specifications:			
Dimension		in Centimeter (cm)	in Millimeter (mm)
	Width(W)	60	600
	Length(L)	55	55
	Height(H)	80	800
	Seat Height(SH)	45	450
Features	Chair Type: Non revolving and non tilting chair without armrest.		
	Understructure type- Cantilever		
	Understructure material- ERW tube conforming to IS : 1161 latest		
	The shape of tubular section of understructure- Round		
	Section Size (Diameter/Sides) of understructure: 19mm		
	Understructure wall thickness: 2mm		
	Backrest & Seat material: PU foam with thickness of 30-40 mm		
	Seat & Backrest upholstery material: Polyester fabric		
	Backrest base frame material: Mild steel frame		
	Understructure finish- Powder Coating		
	Armrest top material: PP (Polypropylene)		
	Upholstered material seat colour: Blue		
Warranty: 1 year			
Certification	Bureau of Indian Standards (BIS), Greenguard Certification, Quality management Certificate ISO 9001:2015 , Forest Stewardship Council (FSC) Certificate		

(Signature)

8) Supply of 01 no of Premium Chair

Indicative design & Specification	
Product: Premium Chair	Make: Godrej
	
	Line Diagram

Specifications:			
Dimension		in Centimeter (cm)	in Millimeter (mm)
	Minimum Seat Height (SH) from floor surface	53	530
	Length (L) of seat	76	760
	Width (W) of seat	76	760
	Backrest height (H) from the seat level	70	700
	Width (W) of backrest	76	760
	Height (H) from floor surface	123 - 130	1230 - 1300
Features	Type of chair: High Back Tilt mechanism: Centre tilt mechanism Locking mechanism: Upright locking Seat depth adjustment: Fixed type Revolving mechanism: Designed with 360 degree-revolving type Seat material: PU foam Thickness of PU used in seat (mm): 40-50 Backrest upholstery material: Polyester fabric Upholstered material backrest colour: Blue Armrest type and arm movement: Fixed Armrest understructure material: MS with powder coating Armrest top material: PU - Polyurethane Height adjustment mechanism : Hydraulic Type of chair base: With castor Twin wheel castor material: Nylon Number of twin wheel castor / Studs (Nos): 5 Minimum diameter of twin wheel castor (mm): 50		

	Minimum thickness (in mm) of MS Plate Joining the backrest with seat of the chair: 2
	Warranty: 1 year
Certification	Bureau of Indian Standards (BIS), Greenguard Certification, Quality management Certificate ISO 9001:2015 , Forest Stewardship Council (FSC) Certificate

The technical bid should be specified in company Letter Pad.

ANNEXURE – III

Financial Bid

Sl.No	ITEM	Make	Model	Qty	Rate per unit (In Rs.)	Tax	Total Price (In Rs.)
Grand Total (Rs.)							
Grand Total (In words)							

Note:

- 1) Quoted Price is inclusive of all taxes, transportation duty and other charges if any.
- 2) Product quantity varies as per requirement.

Place:

Date:

Name, Signature & Seal of Bidder:



PROFORMA – II

PARTICULAR IN RESPECT OF 3 MAJOR WORKS EXECUTED IN LAST 3 YEARS (TO BE FURNISHED IN TECHNICAL BID)

Sl. No	Name of work and project with address	Short description of work executed	Name and address of owner	Value of Ports (Switch Ports)	Stipulated time completion	Actual time of completion

NB: Copies of Work Order / P.O., Completion certificate, Performance certificate must be attached.

Place:

Signature of Vendor

Date

LIST OF THE ITEM QUOTED

Sl.No	Item	Name	Make	Model	specification
1.					
2.					



CHECK LIST

(Please tick yes or No: Y/N)

- Tender Cost bank draft No. & date (Y/N):
- EMD bank draft No & date (Y/N):
- Proforma – I duly fill in (Y/N):
- Proforma – II duly fill in (Y/N):
- Valid GSTIN Certificate (Y/N):
- Valid PAN Card (Y/N):
- IT return (Y/N):
- Audit report for last three years (Y/N):
- Experience certificate of minimum five years (Y/N):
- Proof of P.O. copies, Installation & Commissioning report performance certificate (Y/N):
- Authorization certificate from OEM / Manufacturer / Company (Y/N):
- Any other relevant documents as per Tender notice. (Y/N):
- List of items quoted

Place:

Date:

Name, Signature & Seal of Bidder.

