

INVITATION FOR QUOTATION

TEQIP-II/2014/NITECR/Shopping/16

26-Feb-2014

To,

Sub: Invitation for Quotations for supply of Goods

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at Annexure I,

Sr. No	Brief Description	Quantity	Delivery Period(In days)	Place of Delivery	Installation Requirement (if any)
1	Almirah	25	30	National Institute of Technology Raipur	Yes
2	Faculty Chair	60	30	National Institute of Technology Raipur	Yes
3	Faculty Table	50	30	National Institute of Technology Raipur	Yes

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement**

Programme[TEQIP]-Phase II Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

3. Quotation,

3.1 The contract shall be for the full quantity as described above.

3.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.

3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price.

3.4 Applicable taxes shall be quoted separately for all items.

3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

3.6 The Prices should be quoted in Indian Rupees only.

4. Each bidder shall submit only one quotation.

5. Quotation shall remain valid for a period not less than **55** days after the last date of quotation submission.

6. Evaluation of Quotations,

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

6.1 are properly signed ; and

6.2 confirm to the terms and conditions, and specifications.

6.3 The Tenderer / Bidder need to submit the following certificates along with the quotation to confirm their eligibility:

* Proof of establishment of Firms/shop/business/manufacturing unit etc. and Dealership certificate from the principals etc.

* A valid Sales Tax/Commercial Tax/Service Tax certificate should be enclosed.

* Photocopy of PAN card issued in favor of the bidder.

7. The Quotations would be evaluated for all items together.

8. Award of contract:

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

8.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

8.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

8.3 Performance Security (PS): The successful bidder has to furnish "Performance Security of 10% of the ordered value in Indian Rupee", in the form of Account Payee Demand Draft, / Fixed Deposit and / or unconditional Bank Guarantee encashable on demand from the Director, NIT, Raipur, from a nationalized Bank with validity period of sixty (60) days beyond the date of completion of all contractual obligations of supplier including guarantee / warranty obligations. The Performance Security is to be furnished in favor of the Director, National Institute of Technology, Raipur, within ten days of intimation.

The Performance Security will be discharged by the Purchaser and returned to the supplier not later than 60 days following the date of completion of the supplier's performance obligations, including any warranty obligations.

9. **Delayed delivery:** Maximum one month extension in delivery period may be given on the receipt of written request of the successful vendor; however liquidated damage at the rate of 5% per month or part thereof will be recovered from the firm of the value of undelivered goods. Request for extension in delivery period should be made before the last date of supply as mentioned in Purchase Order.

Non delivery beyond extended period: If the Tenderer fails to execute the order within the delivery period as mentioned above the order will be cancelled.

10. Payment shall be made in Indian Rupees as follows:

Delivery and Installation - 0% of total cost

Satisfactory Acceptance - 100% of total cost

11. All supplied items are under warranty of **12** months from the date of successful acceptance of items.
12. You are requested to provide your offer latest by **15:00** hours on **21-Mar-2014**.
13. Detailed specifications of the items are at Annexure I.
14. Training Clause (if any) **NA**
15. Testing/Installation Clause (if any) **Yes**
16. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
17. Sealed quotation to be submitted/ delivered at the address mentioned below, mentioning the reference number of this letter
National Institute of Technology (Formerly Engineering College, Raipur) Raipur – 492 010
(Chhattishgarh)
18. We look forward to receiving your quotation and thank you for your interest in this project.

REGISTRAR
NIT RAIPUR

Annexure I

Sr. No	Item Name	Specifications
1	Almirah	Overall outer size of the almirah 920mm(w) x 485mm(D) x 1880 mm (H) Construction & Material: Welded construction made of prime quality CRCA steel. Shelf & front panel 0.8 mm thick, all other panels 0.6mm thick. The almirah should be of double door. Locking and handle: Handle should be provided with 2/3 way locking mechanism with shooting bolt arrangement. Shelf: Almirah should have 04 fixed full shelves. The uniformly distributed load capacity for each shelf should be 80 kg. Finish: Epoxy powder coated finish of 50 ± 10 micron thickness.
2	Faculty Chair	Seat/Back Assembly: Seat and back should be made up of 12mm thick hot pressed plywood, upholstered with fabric and moulded polyurethane foam with PVC lipping all around. The back foam should be designed with contoured lumbar support for extra comfort. Seat size 490 mm (W) x 460 mm (D), back size 490 mm (W) x 595 mm (H). Back height from ground level should be 950 mm. Polyurethane foam density 50kg per metre cube. Armrest: Single piece soft virgin quality PU reinforced with inbuilt steel rib. Armrest should be scratch and weather resistant. Length of armrest should be 400mm. Centre pivot mechanism: Centre pivot mechanism must have following features – • 3600 revolving type 170 maximum tilt on pivot at center. • Tilt tension adjustment. • Upright locking. Pneumatic Height Adjustment: The pneumatic height adjustment should have adjustment stroke of 125mm.

		Pedestal Assembly: The pedestal should be made of HR steel and fitted with 5 nos. twin wheel castors (castor wheel dia. 50 mm). The pedestal should be of 650mm pitch-centre dia. (750mm with castors).
3	Faculty Table	The table should made of steel frame (25 x 25 x 1.2mm) and particle board confirming to IS 12823 interior grade. Overall size - 1500 mm (L) x 900 mm (W) x 760 mm (H) Table top - 25mm thick PB with two side post forming and two sides 2mm PVC edge bending. Front covered with 18mm PLPB. Drawer unit should be provided on both sides of table. Each having three sliding drawer. Each unit having overall dimension 460mm (H) x 410mm (W). Drawer unit should be made from prime quality CRCA sheets confirming to IS 5131986. Steel frame and sheet metal component should be powder coated. All the sheet metal component should be given anti rust treatment prior to powder coating.

FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Date: _____

To:

Sl. No.	Description of goods (with full Specifications)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Sales tax and other taxes payable	
						In %	In figures (B)
Total Cost							

Gross Total Cost (A+B): Rs. _____

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (Amount in figures) (Rupees _____ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of _____ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: _____

Address: _____

Contact No: _____