

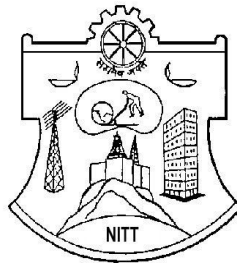
# NATIONAL INSTITUTE OF TECHNOLOGY

## TIRUCHIRAPPALLI – 15

### DEAN ADMINISTRATION OFFICE

Web : [www.nitt.edu](http://www.nitt.edu)

Phone : 0431 - 2503020



# TENDER DOCUMENT

Tender Notification No.: **NITT//HOSPITAL/TS/08-09/38**

Dated: **3.4.2009**

Name of the component : **Supply of Furniture to Hospital**

Quantity required : **As per list**

Delivery : **within 15 days from the date of purchase order**

Last Date of submission of Tender : **20.4.2009 upto 3.00 p.m.**

Address for submission of Tender : Dr.N.Thamarai Selvan  
Associate Dean (Admn.-II)  
National Institute of Technology  
Tiruchirappalli – 620 015  
E-mail : [selvan@nitt.edu](mailto:selvan@nitt.edu)  
Mobile : 9486001111

Date of opening of bid : **20.4.2009 at 3.30 p.m.**



**NATIONAL INSTITUTE OF TECHNOLOGY  
TIRUCHIRAPPALLI – 15**

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**DEAN ADMINISTRATION OFFICE**

**Tender Notification No.: NITT/ICSR/HOSPITAL/TS/08-09/38**

**Dated: 3.4.2009**

**NOTICE INVITING TENDER**

The National Institute of Technology, Tiruchirappalli (NITT) is an autonomous body under MHRD, GOI, imparting Technical Education and engaged in Research Activities. It is proposed to procure the following items of furniture for the newly constructed Hospital in the NITT premises.

Sealed Quotations are invited for supply of the following items of furniture subject to the following terms and conditions, from reputed manufacturers or their authorized dealers so as to reach this office on or before scheduled date and time. The quotations will be opened on the same day in the presence of bidders or their authorized agents who may choose to be present.

Name of the component : **Furniture for Hospital**  
Quantity required : As per list  
Time for completion of supply : 15 days  
Last Date of submission of Tender : **20.4.2009 upto 3.00 p.m.**

Tender to be submitted at the following address: Dr.N.Thamarai Selvan  
Associate Dean (Admn.-II)  
National Institute of Technology  
Tiruchirappalli – 620 015  
E-mail : selvan@nitt.edu  
Mobile : 9486001111

***Place, Date and time of opening of bid:***

**Date: 20.4.2009 Time: 3.30 p.m. Venue : Dean Administration Office**

**Note :** The Institute shall not be responsible for any postal delay about non-receipt / non delivery of the bids or due to wrong addressee.

## SECTION : 1 INSTRUCTION TO BIDDER

1. 1.1 **Documents to be submitted along with the Bid:**
  - (i) The bidder should furnish copy of license/certificate for manufacture/supply of the item.
  - (ii) The bidder should furnish Income Tax PAN number
  - (iii) Catalogue of the product with detailed product specifications
  - (iv) Warranty period offered for the tendered item to be specified. If the warranty period is not conforming with the schedule of requirements given in section 3 of the document, the bid is liable to be treated as non-responsive and rejected.
  
2. The agencies should submit their rate as per the format given in Section 4 of the Notice Inviting Tender in this cover. Rate should be quoted in Indian Rupee. The rate should be quoted both in words and figures. All the pages of the bid should be signed affixing the seal. All corrections and overwriting should be initialed.  
  
***The bid cover should be duly superscribed with the following details.***  
***(1) Tender Notification Number (2) Tender for the supply of ..... (3) Date of opening .....***  
***Mention "Kind Attention: Contact's person's name and phone number", and submit at the address given in the Notice Inviting Tender.***
  
3. The tender will be acceptable only from the manufacturers or its authorized dealer/supplier.
  
4. The bid shall be in the format of price schedule given in Section 4. The contract form as per format given in section 5 shall be submitted. Incomplete or conditional tender will be rejected.
  
5. Details of quantity and the specifications are mentioned in Section 3 appended to this Notice Inviting Tender.
  
6. The item to be used is strictly according to the specification and subject to test by the Institute/concerned authorities. It must be delivered and installed in good working condition.
  
7. The Institute reserves the right to cancel or reduce the quantity included in the schedule of requirements at any time after acceptance of the tender with a notice. The Contractor/Supplier shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the work/supply in full but he did not derive in consequence of the foreclosure of the whole or part of the works.
  
8. **Validity of bids:** The rate quote should be valid for a minimum of 60 days. No claim for escalation of rate will be considered after opening the Tender.
  
9. **Clarification of Tender Document:** A prospective bidder requiring any clarification of the Tender document may communicate to the contact person given in this notice inviting tender.

10. Amendment of tender document: At any time prior to the last date of receipt of bids, Institute may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment.
11. The Institute may at its own discretion extend the last date for the receipt of bids.
12. The bids shall be written in English language and any information printed in other language shall be accompanied by an English translation, in which case for the purpose of interpretation of the bid, the English translation shall govern.
13. The Institute reserves the right of accepting any bid other than the lowest or even rejecting all the bids. The decision of the Institute Purchase Committee is final in all matters of tender and purchase.
14. The bidder should give the following declaration while submitting the Tender.

**DECLARATION**

I/we have not tampered/modified the tender forms in any manner. In case, if the same is found to be tampered/modified, I/we understand that my/our tender will be summarily rejected and full Earnest Money Deposit (EMD) will be forfeited and I/we am/are liable to be banned from doing business with NIT, Trichy and /or prosecuted.

**Signature of the Bidder** : .....

**Name and Designation** : .....

**Business Address** : .....  
.....  
.....

**Place :**

**Date :**

**Seal of the Bidder's Firm**

15. Any other details required may be obtained from the contact person given in the notice inviting tender during the office hours.

## SECTION : 2 CONDITIONS OF CONTRACT

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1. The rates should be quoted in Indian Rupee FOR NIT, Trichy.
2. The bidder shall indicate the excise duty exemption for the goods if applicable
3. The Institute is eligible for customs duty and excise duty exemption.
4. The rate quoted should be on unit basis. Taxes and other charges should be quoted separately, considering exemptions if any.
5. No advance payment will be made. Payment will be made only after the supply of the item in good and satisfactory condition and receipt of performance security by supplier. Guarantee and Warrantee period should be specified for the complete period conforming to the section 3 of this tender document.
6. Period required for the supply and installation of item should be specified conforming to the section 3 of this tender document.
7. In case of dispute, the matter will be subject to Tiruchirappalli, Tamil Nadu Jurisdiction only.

**SECTION : 3 SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS**

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<b>Sl.No.</b>	<b>Description</b>	<b>Quantity (Nos)</b>
1	Foot Stool (wood)	2
2	Mattress and pillows for patient's Cot	15
3	Ordinary cot	3
4	Mattress and pillow for ordinary cot	3
5	Doctor's table (wood)	2
6	Ordinary table (2x 3 ½ ) (wood)	6
7	Ordinary chair (visitors)	15
8	Ordinary Table (2 ½ x 4 ½ ) wood	4
9	Computer table (wood)	4
10	Doctor's chair	2

**SECTION : 4 PRICE SCHEDULE**

[ To be used by the bidder for submission of the bid ]

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- 1. Component Name :
  
- 2. Specifications (confirming to Section 3 of Tender document-enclose additional sheets if necessary) :
  
- 3. Currency and Unit Price :
  
- 4. Quantity :
  
- 5. Item cost (Sl.No.3 & Sl.No.4) (in Indian Rupee) :
  
- 6. Taxes and other charges :
  - (i) Specify the type of taxes and duties in percentages and also in figures
  - (ii) Specify other charges in figures
  
- 7. Warranty period (confirming to the Section 3 of Tender document. This should be mentioned in Technical bid also in order to get qualified for Financial bid) :
  
- 8. Delivery Schedule (confirming to the Section 3 of Tender document) :
  
- 9. Name and address of the firm for placing purchase order :
  
- 10. Name and address of Indian authorized agent (in case of imports only) :

**Signature of the Bidder** : .....

**Name and Designation** : .....

**Business Address** : .....  
.....  
.....

**Place :**

**Date :**

**Seal of the Bidder's Firm**



**SECTION : 5 CONTRACT FORM**

[ To be provided by the bidder in the business letter head ]

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1. {Name of the Supplier's Firm) hereby abide to deliver the .....by the delivery schedule mentioned in the Section 3 tender document for supply of the items if the purchase order is awarded.
2. The item will be supplied conforming to the specifications stated in the tender document without any defect and deviations.
3. Warranty will be given for the period mentioned in the tender document and service will be rendered to the satisfaction of NIT, Trichy during this period.

**Signature of the Bidder** : .....

**Name and Designation** : .....

**Business Address** : .....  
.....  
.....

**Place :**

**Date :**

**Seal of the Bidder's Firm**