



NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI - 620 015

Phone +91-431-2503301 Fax +91-431-2500133 Internet www.nitt.edu

INVITATION FOR QUOTATIONS FOR SUPPLY OF CHAIRS

PART I

Date: May 1, 2012

- 1 Quotation Reference No. : **NITT/VCR/ECE/01/5/2012**
2. Last date for receipt of quotation : **JUNE 5, 2012 3.00 PM**
3. Quoted rates should be valid up to : Validity for 60 days
4. **Address to which quotations are to be sent** : **The Director
National Institute of Technology
Tiruchirappalli – 620 015**

(Quotations should be drawn in favour of “The Director, N.I.T., Trichy” with super script on cover quoting our Ref. **NITT/VCR/ECE/01/5/2012 Furnitures for Virtual Class Room**)

To

M/s

Dear Sirs,

Sub: **Invitation for quotations for supply of furnitures for virtual class room**

1. You are invited to submit your most competitive quotation for the supply of goods according to the specifications and delivery terms as given in Schedule C. You may use the format given in Schedule D.
2. Payment shall be generally governed by the terms and conditions of Schedule B.
3. Incomplete and late Quotations are liable to be rejected summarily.
4. NITT reserves the right to reject the tender without assigning any reasons.

Thanking you

Yours faithfully

For Director

SCHEDULE A- INSTRUCTIONS FOR BIDDERS

1. Bid Price

- a) Bidders may send the quotations in sealed covers with the quotation reference number **NITT/VCR/ECE/01/5/2012** and last date for receipt of quotations (**5/6/2012 3:00 PM**) duly super scribed on the cover.
- b) Period within which the items can be supplied on placement of firm order should be clearly mentioned.
- c) The prices shall be quoted in Indian Rupee only.
- d) Prices quoted shall be for the destination National Institute of Technology Tiruchirappalli campus.
- e) All duties, taxes, license fees, packing and forwarding charges (if any), and other levies payable until delivery at the destination shall be included in the price. All such price components may be shown in the quotation.
- f) In the case of any discrepancy between unit price and total, the unit price shall prevail.
- g) **Samples of each type of chair should be furnished at the bidder's expense on 4th June 2012 at ECE department conference room, administrative block**
- h) National Institute of Technology Tiruchirappalli cannot furnish C or D forms, but can issue concession certificates to avail the tax/duty exemptions as applicable for educational institutions.

2. Number of quotations

Each bidder shall submit only one quotation/item.

3. Validity of quotations

- a) Quotation shall remain valid for a period of 60 days after the deadline date specified for submission as given above.
- b) No interim communication on the status of quotations shall be entertained; bidders shall, however, provide additional details for evaluating the quotations if wanted.

4. Evaluation of quotations

- a) Quotations will be evaluated item-wise or lump sum basis as specified in Schedule C.
- b) National Institute of Technology Tiruchirappalli will evaluate and compare the quotations determined to be substantially responsive i.e. i. are properly signed; and ii. conform to the terms and conditions, and specifications.

5. Eligibility

- a) Quotation from registered firms/company's/manufacturer under TNGST/CST/other statutory bodies alone be considered.
- b) Any Manufacturer/Supplier/Dealer who has been declared ineligible by government of India shall not be eligible to participate in this bid
- c) Any fraudulent practices including concealing of facts at the time of submission of bid and there after shall lead to disqualification.
- d) List of beneficiaries especially from Educational Institutions/ R&D Institutions should also be enclosed with the quotations.

6. Earnest Money deposit

An Earnest Money deposit (EMD) for 2% of the estimated total cost of the chairs should be enclosed with the quotation by way of DD in favour of Director, National Institute of Technology, Tiruchirappalli,

7. Liquidity damages

If the bidder/supplier, after accepting the Purchase Order or supply of Goods/Services, fails to deliver any or all of the Goods or to perform Services within the period(s) specified in the Order, National Institute of Technology Tiruchirappalli shall, without prejudice to its other remedies under the Rules of Purchase, proceed to cancel the order or agree to accept a delayed delivery on the condition of payment of liquidated damages by the bidder/supplier a

sum equivalent to 0.50 % of the total cost as indicated in the Purchase Order (which will be deemed as agreed price) for each week or part thereof of delay until actual delivery or performance is completed and such penal charges shall be limited to a maximum of 5 % of the agreed price. Once the maximum is reached National Institute of Technology Tiruchirappalli may proceed on its own to consider the termination/cancellation of the Order and may inform the bidder about the cancellation of the said purchase order.

SCHEDULE B- CONDITIONS FOR PAYMENT

1. No advance payment terms shall be admitted. 100% payment will be made after the receipt of the items in good condition.
2. Normally complete payment will be made within a period of one to three weeks from the date of installation and satisfactory working/date of completion of service if the documents are in order.
3. Bidder shall execute an agreement on non-judicial stamp paper worth Rupees Fifty only (Government of India/ Government of Tamilnadu), in the given format, if so asked in Schedule C.
4. Refundable security deposit of 2% of the total bill amount in the form of Demand Draft or in the form of Bank guarantee for the equivalent amount shall be furnished if so asked in Schedule C.
5. All legal disputes shall be subject to the jurisdiction of the Courts of Law of Tamil Nadu State.

SCHEDULE C-

PART 1 : REQUIRED QUANTITY SEE THE TABLE BELOW

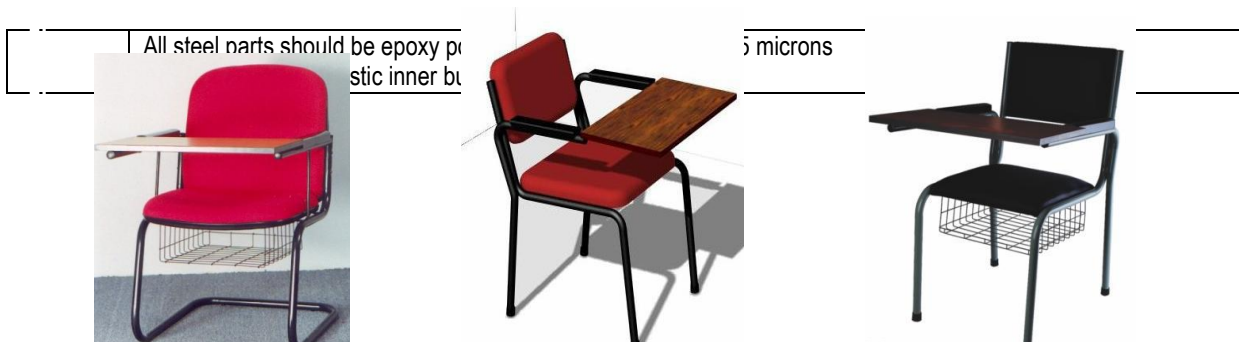
Description	Specification	Quantity (Numbers)
A. Chairs with desklet	Depth-56cm,Width-45cm,Height-86cm,Seat Height-45cm With arm-rest, without wheels and with desk let (writing pad) . seat and back rest should be upholstered.	80
B. Chairs without desklet	Depth-56cm,Width-45cm,Height-86cm,Seat Height-45cm Without arm-rest, wheels and desk let (writing pad)	25

(*) Detailed Technical Specifications are as follows :

PART 2 : TECHNICAL SPECIFICATIONS. SHOULD BE FILLED IN AND SENT TO US.

TECHNICAL SPECIFICATIONS FOR CHAIRS WITH DESKLET

SI . #	NITT's specifications	Firm's Offer (All the details should be specified)
A	Chairs with desklet Depth-56cm,Width-45cm,Height-86cm,Seat Height-45cm Features required Single Seats. Chair seat & back rest should be upholstered with cushion and suitable fabric cover.The structure should be tubular MS pipe of 16 gauge thickness All steel parts should be epoxy powder coated with average 45 microns Legs should have plastic inner bushes to avoid scratches on	
B	Chairs without desklet Depth-56cm,Width-45cm,Height-86cm,Seat Height-45cm Features required Single Seats. Chair seat & back should be made of polypropylene Should be tubular MS pipe of 16 gauge thickness	



Sample models of chairs with desklet



Sample model of chairs without desklet

SCHEDULE D- FORMAT OF QUOTATIONS

(For use of the bidder. See note below)

Quotation Ref.No. Last Date:.

Sl. No.	Description of Goods	Specifications	Qty.	Unit	Quoted Unit Rate in Rs.	Total Amount	
						In Figures	In Words
1	Chair with desklet	SCHEDULE C- Part 1-A	80	Each			
2	Chair without desklet	SCHEDULE C- Part 1-B	25	each			

1. We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs.....(amount in figures) (rupees.....only) (amount in words) within the period specified in the Invitations for Quotations.
2. We also confirm that commercial warrantee/guarantee of.....months shall apply to the offered goods from the date of installation/commissioning.
3. We undertake that in competing for(and if the award is made to us in executing) the above contract of supply of goods, we will strictly observe the laws against fraud and corruption in force in the Republic of India, as required by National Institute of Technology, Tiruchirappalli.
4. We understand that NITT reserves the right to reject the tender without assigning any reasons.

Signature of the Bidder

Place:
Date: