

# NATIONAL INSTITUTE OF TECHNOLOGY

## TIRUCHIRAPPALLI – 15

### OFFICE OF THE DEAN-INSTITUTE DEVELOPMENT

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

Phone : 0431 - 2503033



# TENDER DOCUMENT

Tender Notification No.: **NITT/F. No. : 007/PLAN/2016-17/DID**

Date: 03.06.2017

- Name of the component : **Furniture (Godrej) for Guest House**
- Required component : Cot, Bedside table, Study table with chair, Sofa, Coffee table, Shoe cabinet, Cupboard, Dining table, Chair, Executive Chair, Almirah, Study table, Airport chair, Reception table, Mattress.
- EMD Amount : **Rs. 69,600/-**
- Cost of the Tender Document : **Rs. 150/-**
- Delivery : **Within four weeks from the date of purchase order**
- Last Date of submission of Tender : ~~27.06.2017 Tuesday up to 03.00 pm~~  
**11.07.2017 Tuesday upto 03.00 PM**
- Address for submission of Tender : The Director,  
National Institute of Technology-Tiruchirappalli,  
Tiruchirappalli-620015, Tamilnadu, India
- Kind ATTN to: Dr.D.Sastikumar,  
Dean-Institute Development,  
National Institute of Technology,  
Tiruchirappalli - 620015.  
Phone: 0431-2503033  
Email: deanid@nitt.edu**
- Date of opening of technical bid : ~~27.06.2017 Tuesday at 03.30 pm~~  
**11.07.2017 Tuesday at 03.30 PM.**



**NATIONAL INSTITUTE OF TECHNOLOGY  
TIRUCHIRAPPALLI-15**

**Office of the Dean – Institute Development**

**Tender Notification No.: NITT/F. No. : 007/PLAN/2016-17/DID**

Date:03.06.2017

**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 component for the Guest House.

Sealed bids under **two bid system** are invited for the following component subject to the following terms and conditions, from the reputed manufacturers or their authorized dealers so as to reach this office on or before scheduled date and time. The technical cover 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 (Godrej) for Guest House**
- Required component : Cot, Bedside table, Study table with chair, Sofa, Coffee table, Shoe cabinet, Cupboard, Dining table, Chair, Executive Chair, Almira, Study table, Airport chair, Reception table, Mattress
- EMD : **Rs. 69,600/-**
- Cost of the Tender Document : **Rs. 150/-**
- Time for completion of supply after placing purchase order: **4 Weeks**
- Last Date of submission of Tender : ~~27.06.2017 Tuesday up to 03.00 pm~~  
**11.07.2017 Tuesday upto 03.00 PM**

Address for submission of Tender: The Director,  
National Institute of Technology-Tiruchirappalli,  
Tiruchirappalli-620015, Tamilnadu, India

**Kind ATTN to: Dr.D.Sastikumar,**  
**Dean-Institute Development,**  
National Institute of Technology,  
Tiruchirappalli - 620015.  
Phone: 0431-2503033  
Email: deanid@nitt.edu

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

Date: **11.07.2017 Tuesday** Time: **03.30 pm** Venue: Central Stores, Main Office, NIT,  
Tiruchirappalli

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

**INSTRUCTIONS TO BIDDERS**

1. This document set contains the following:
  - a) Terms and conditions of the Tender
  - b) Details of the Firm offering this Quote
  - c) Technical Compliance Form
  - d) Quotation form (Price Bid)
  - e) NIT-T's check list copy
2. The bidder's copy is for your future records. Please fill in and return only NIT-T's copy.
3. The bidder should give details of their technical soundness and provide list of customers of previous supply of similar items to Universities, Institutes or Government Departments/Undertakings/Public sectors with contact details. The details of the agency/profile should be furnished along with the copy of all related documents.
4. Read through the terms and conditions given and affix your signature and seal if you find them acceptable. Any deviations may be recorded. Read carefully list of specifications that we have enclosed.
5. Fill in the questionnaire regarding the firm.
6. The downloaded documents '**Technical Compliance Form**' and '**Quotation Form (Price Bid)**' should be **TYPE WRITTEN USING CAPITAL LETTERS ONLY**. At the time of filling the "**Quotation Form (Price Bid)**" make sure that you have not missed anything. Specify the model number & specification for each item. The form should be filled item-wise. Do not leave blank fields. If you are not quoting for a specific item, you should specify "**NOT QUOTING**".
7. **Do not use** ambiguous terms like "**yes**", "**complied**" or "**available**". Specifically mention the matching specification of the product offered by you. Make sure that you have affixed your signature with date and seal on all the documents.
8. Please send the tenders in a sealed envelope superscribed as "**QUOTATIONS AGAINST TENDER NOTIFICATION NO: NITT/F. No. : 007/PLAN/2016-17/DID Furniture**" so as to reach "The Director, National Institute of Technology, Tiruchirappalli - 620 015, India" on or before **11.07.2017 Tuesday 03.00 PM** along with a **Softcopy of the Technical Compliance form (along with cover-2) and Quotation Forms (along with cover-3) in MS- Excel file format in a CD/DVD or USB drive.**
9. For any further clarifications, contact by E-Mail: deanid@nitt.edu or by written request to "Dr.D.Sastikumar, Dean-Institute Development, National Institute of Technology, Tiruchirappalli - 620 015, India" (0431 - 2503033)

**Last Date for receipt of tender at NIT-T : 11.07.2017 upto 03.00 PM**

**Opening Date for technical bid : 11.07.2017 at 03.30 PM**

CHECKLIST TO BE FILLED IN BY BIDDER	
List of documents to be enclosed	Completed & Signed
1. Terms and Conditions form	YES / NO
2. Details of the Firm offering this Quote	YES / NO
3. NIT-T's Quotation form (Technical & Price Bid)	YES / NO
4. Other technical specifications & pamphlets	YES / NO

**Note:** 1. "Cover" should contain the following:

- a. Form of "**Acceptance of Terms and Conditions**".
- b. Form of "**Firm details**"
- c. Pamphlets, if any (in a separate sealed cover)
- d. Quotation Form (Technical, Price Bid and Currency Form)

**Please retain this page with you for your future reference.**

**SECTION: 1 – TWO BID TENDER**

**Cover 1: EMD and Tender cost**

(should be superscribed as 'EMD and tender cost cover' duly indicating the Tender reference No. and the due date of opening)

Earnest Money Deposit (EMD) and tender cost are to be submitted by way of Demand Draft/FDR drawn on any Nationalized bank in India in favor of "The Director, NIT, Trichy" payable at Trichy. The bids submitted without EMD or tender cost will be treated as non-responsive and will be rejected. EMD shall bear no interest.

**Cover 2: Technical Bid**

(should be superscribed as 'Technical Bid' duly indicating the Tender reference No. and the due date of opening)

Should contain:

- a. Technical pamphlets
  - b. Detailed technical specification
  - c. Copy of license certificate for manufacture/supply of the item\*
  - d. Copy of Income Tax PAN Number & TIN number.\*
  - e. Last three years balance sheet approved by the CA and the IT clearance certificate.\*
  - f. 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 Tender document, the bid is liable to be treated as non-responsive and will be rejected.
  - g. Duly filled up technical questionnaire, if any
  - h. Duly filled up deviation schedules to technical specifications, if any
  - i. Copy of supply orders completed during the last three years **Refer Annexure - A**
- \* Appropriately pertaining to the country of origin.

**Cover 3: Price Bid**

(should be superscribed as 'Price Bid' duly indicating the Tender reference No. and the due date of opening)

Should contain:

- a. Price bid as per the format in Section-6 of the tender document
- b. Break-up price as per the format in **Annexure-B**

**Note:**

- a. If the prices are revealed in cover 1 or in cover 2, the offer will be summarily rejected.
- b. Each Cover shall be sent in a double sealed cover. The inner covers (Cover 1, Cover 2 and Cover 3) should be sealed individually with the Sellers's distinctive seal and superscribed with the tender reference No. and due date of opening. All inner covers shall be placed in a common outer cover which shall also be sealed with seller's distinctive seal and superscribed with the tender reference No. and due date of opening.
- c. Mention "**Kind Attention: Dr.D.Sastikumar**" and submit at the address given in the Notice Inviting Tender.
- d. Cover 1 & 2 will be opened on the scheduled date and time mentioned in the tender enquiry.
- e. Cover 3 of the technically and commercially suitable offers alone will be opened on a date which will be intimated to the qualified bidders.

## SECTION: 2 – PRE BID MEETING

It is proposed to conduct a Pre - Bid meeting on 13.06.2017 at 3.00 P.M (Venue: Administrative Building, National Institute of Technology, Tiruchirappalli-15). The purpose of the meeting is to clarify our requirements and to answer the questions of the prospective bidders on technical bid and commercial terms and conditions of this tender.

View above, prospective bidders are advised to submit their doubts/ questions/ clarifications, if any, through E-Mail, (E-Mail ID:deanid@nitt.edu) before the date of Pre bid meeting. Further, on the date of the meeting, the questions should be given in writing.

Any modification of the bidding documents which may become necessary as a result of the Pre bid meeting shall be made known to all the prospective bidders by the Selection Committee through a notification of amendment in the website of the NITT. No clarifications will be entertained beyond the date of pre bid meeting. No extension of time will be given for submission of tender on any account, beyond the last date for submission of tender.

## SECTION: 3 – ELIGIBILITY CRITERIA

1. The bidders who are registered with NSIC are exempted from EMD and tender cost. But, for claiming this exemption under NSIC registration, the bidder must furnish a self-attested copy of the exemption certificate indicating Date of registration, date till registration is valid, whether registered for items for which tender has been submitted.
2. Quotation from registered firms / company's / manufacturer under TNGST/CST / other statutory bodies alone will be considered. Any Manufacturer / Supplier / Dealer who has been declared ineligible by World Bank/Government of India shall not be eligible to participate in this bid. Any fraudulent practices including concealing of facts at the time of submission of bid and thereafter shall lead to disqualification. List of beneficiaries especially from Educational Institutions / R & D Institutions should also be enclosed with the quotations.
3. Experience of having successfully completed similar works during last 7 years ending 31.03.2017 should be any one of the following:
  - a. Three similar completed, works/supply each of value not less than Rupees 13.90 lakh or
  - b. Two similar completed, works/supply each of value not less than Rupees 17.40 lakh or
  - c. One similar completed, works/supply each of value not less than Rupees 27.80 lakh
  - d. In support of the above pre-qualification, the bidder must furnish copies of purchase order placed by the customers and their contact details.
4. Complete user, technical and service documentation and spare parts catalogue are to be provided along with the supply of the item.
5. The vendors are informed that they should not call us over phone or contact us in person. All clarifications can be obtained through E-Mail/FAX/Post. Vendors shall not make attempts to establish unsolicited and un-authorized contact with us after the opening of the offers and prior to the notification of the award. Any attempt by any vendor to bring to bear extraneous pressures on us shall be sufficient reason to disqualify the vendor.
6. Delay / loss in postal transit or due to other reasons will not be NIT-T's responsibility.
7. We are not responsible for accidental opening of the covers that are not properly superscribed and sealed before the time scheduled for opening.
8. The tender should be made only on the FORM which is available in our website, otherwise it shall lead to rejection. The FORM should be duly filled up (preferably **TYPE WRITTEN IN CAPITAL LETTERS**) and should clearly mention the features offered by the bidder against each specification.
9. Authorized signatory should sign on all the pages. Bids without authorized signatures or seal of the firm will be rejected.
10. Preference will be given to those who are having ISO/BIS Certificates.

**SECTION: 4 – TERMS AND CONDITIONS**

**IMPORTANT: READ THE FOLLOWING TERMS AND CONDITIONS AND  
SIGN THE ACCEPTANCE CLAUSE FOLLOWING IT**

01. The offers should be addressed to “The Director, National Institute of Technology, Tiruchirappalli 620015, India” and should be sent in a sealed envelope superscribed **BID AGAINST TENDER NOTIFICATION No.: NITT/F. No. : 007/PLAN/2016- 17/DID Furniture**” so as to reach us **on or before 11.07.2017 Tuesday upto 03.00 PM**
02. Each offer should be sent in a sealed cover with the tender documents. Tenders received through email or FAX will not be considered. **Softcopy of the Technical Compliance form and Quotation Forms should be submitted along with the tender in MS-Excel file format in a CD/DVD or USB drive. However, if there is any dispute between Hard copy and Soft copy, Hard copy will be consider as a final.**
03. The tenders will be opened on **11.07.2017 Tuesday at 03.30 PM** in the presence of the vendors present with authorization letter from the respective companies / firms. Suppliers intending to attend the tender opening should intimate us in advance.
04. Full technical specifications and pamphlets should be sent along with the tenders. **Offers without proper technical specifications will be rejected.**
05. The rate quoted should be on unit basis (excluding taxes and duties applicable), Taxes and other charges should be mentioned separately, if any. Additional charges for packing, forwarding, freight, insurance etc., if any, should be clearly mentioned. Clearance at Customs will be arranged by us.
06. NIT-T is paying concessional Customs & Excise duty under Government of India Notification No.51/96for Central Customs and 10/97 for Central Excise Duty vide Certificate No.TU/V/RG-CDE(183)/2011 dt.10.10.11. Currently the purchaser is paying 5% Basic Customs Duty, 2% Educational Cess on Basic Customs Duty, 1% Higher Education Cess on Educational Cess, and 4% Import Additional Duty. **This institute is exempted from payment of service tax as per Sl.no. 9 of Government notification No25/2012-ST dated 20<sup>th</sup> June, 2012.** The Institute is not authorized to issue C and D forms of Sales tax certificate.
07. Selected bidders should supply all items in single lot. Part shipment is not allowed.
08. If the price quoted is in Indian Rupees, then 100% payment will be made only after installation and commissioning. **No advance payment will be made.**
09. No revision of the price bid will be allowed once the price bids are opened. In case of foreign currency, the agency should mention the % of currency fluctuations they can bear.
10. No increase in price will be allowed after our firm orders are placed.
11. **Payment of excise duty and sales tax / VAT (on ultimate products)** as applicable on the closing date of tender will be to the supplier’s / contractor’s account. Any statutory variation (both plus and minus) in the rate of excise duty/sales tax/VAT after closing date of tender/revised price bid but before the expiry of the contractual delivery / completion period will be to the account of the office.  
The bidder(s) should indicate, in their bid, the amount with exact rate of the Excise and Sales tax/VAT on ultimate finished product, as applicable at tendering stage, separately in the bid. In case the above information subsequently proves wrong, incorrect or misleading (a) this

Institute will have no liability to reimburse the excess in the difference in rates of the item under which the duty/tax assessed finally (b) this Institute will have the right to recover the difference in case the rate of duty / tax finally assessed is on the lower side. Any increase in excise duty, sales tax / VAT during extended period of the contract / supply order will be to supplier's / contractor's account where such extension in delivery of the materials/completion of the project was on the request of supplier / contractor. However, any decrease in excise duty/sales tax/VAT during extended period of the contract / supply order, will be to the account of this Institute.

12. **This institute is exempted from payment of service tax as per Sl.no. 9 of Government notification No25/2012-ST dated 20<sup>th</sup> june, 2012. The tenderer should verify the excise duty exemption certificates of this institution and service tax rules before submission of the Bid. It will be assumed on the submission of bid that excise duty exemption will be provided and no other conditions after the issue of purchase order will be accepted. No service tax will be paid by this institute.**
13. The warranty period should be clearly mentioned. The annual maintenance charges (AMC) under different schemes after the expiry of the warranty should also be mentioned.
14. Quote should come from authorized dealer or distributor or reseller for each of the product quoted. An authorization letter should accompany your quote for each product quoted; otherwise it may lead to rejection.
15. The delivery period and other terms should be clearly mentioned.
16. **Liquidated damages:** If the bidder/supplier, after accepting the Purchase Order, fails to deliver any or all of the Goods within the period specified in the Order, NIT-T 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 total cost. Once the maximum is reached NIT-T may proceed on its own to consider the termination / cancellation of the order.
17. **The vendors are informed that they should sign a stamp paper agreement with us, for Warranty, AMC, etc. before placing the final purchase order as per our terms & conditions and 5% -10% of purchase order value in the form of bank guarantee towards performance security. The bank guarantee will be returned to the supplier after the successful completion of supply, installation, and the warranty period.**
18. Failure to comply with all the terms and conditions mentioned herein would result in the tender being summarily rejected.
19. Vendors are informed that once the companies are shortlisted based on the technical specification, only then the price bids of the firms that meet NIT-T's Technical specification / requirements would be compared.
20. The order will be based on the actual requirement at the time of ordering, optional items may also be ordered based on the actual requirements at the time of ordering. Not quoting for this may result in disqualification.
21. NIT-T reserves the right to modify or alter the specifications after short listing of tenderers.
22. NIT-T reserves the right to change the order quantity or split the orders among multiple vendors without assigning any reason(s) whatsoever.
23. NIT-T reserves the right to reject any or all the tenders without assigning any reasons whatsoever.
24. NIT-T reserves the right to purchase decreased number of quantity of the item to be purchased.
25. The agencies should submit their rate as per the format given in Section 6 of the Notice Inviting Tender. All the pages of the bid should be signed affixing the seal. All corrections and overwriting should be initialed.
26. The tender will be acceptable only from the manufacturers or its authorized supplier.
27. The bid shall be in the format of price schedule given in Section 6. The contract form as per format given in section 7 shall be submitted. Incomplete or conditional tender will be rejected.
28. Details of quantity and the specifications are mentioned in Section 5 appended to this Notice Inviting Tender.
29. 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.

30. 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.
31. In case of dispute, the matter will be subject to Tiruchirappalli, Tamil Nadu Jurisdiction only.
32. **Earnest Money Deposit(EMD)**
  - a. The quotation must be accompanied by Earnest Money Deposit (EMD). Tender without EMD will not be entertained.
  - b. The EMD shall be in the form of Demand Draft drawn from any of the Nationalized Bank/Scheduled Commercial Bank drawn in favour of the Director, NIT, Tiruchy, payable at Trichy. The bid security should be valid for 90 days. If the EMD is not found valid in terms of amount wise, period wise or otherwise, technical bid of the bidder shall not be opened.
  - c. Earnest Money is liable to be forfeited and bid is liable to be rejected, if the tendered withdraw of amends/impairs or derogates from the tender in any respect.
  - d. The EMD of the technically disqualified bidders will be returned within 21 days from the date of opening of the technical bids.
  - e. The EMD of those bidders who are successful in technical bid but unsuccessful in the financial/ price bid shall be refunded within 14 days from the date opening of financial/price bid.
  - f. The EMD of the successful bidders shall be refunded on receipt of Performance Bank Guarantee.
  - g. No interest will be payable by the NITT on the EMD.

**Validity of bids:** The rate quote should be valid for a minimum of 120 days. No claim for escalation of rate will be considered after opening the Tender.

**Imports:** In case, goods are to be imported, the Indian agent should furnish authorization certificate by the principles abroad for submission of the bid in response to this Notice Inviting Tender.

**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.

**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.

***The Institute may at its own discretion extend the last date for the receipt of bids.***

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.

The Institute reserves the right of accepting any bid other than the lowest or even rejecting all the bids without assigning any reasons therefor. The decision of the Institute Purchase Committee is final in all matters of tender and purchase.

**The bidder should give the following declaration while submitting the Tender.**

#### **ACCEPTANCE**

We accept the above terms and conditions and shall comply with them strictly.

**NAME OF THE VENDOR:**

**ADDRESS :**

**Signature and seal**

**“DETAILS OF THE FIRM OFFERING THIS QUOTE”**  
**(Write or print or type in block letters)**

1. Name of the firm: a. Date of incorporation:
2. Nature of the company (tick one): Government / Public / Private Company / Partnership / Proprietorship
3. Specify the number of years in this line of activity by the Company:
4. Quantity of sales in the last three years for the “.....” (same model that you have quoted):

2013-2014	2014-2015	2015-2016

5. Turnover in the last three years (Lakh in Indian Rupees):

2013-2014	2014-2015	2015-2016

6. Provide the postal address, telephone & fax numbers, and email address of the nearest service center.
7. Number of service engineers in the above location trained on the product quoted along with their educational qualification, certification and designation (applicable only for instruments):
8. Assured response time for service calls in hours:
9. Delivery period from the date on official purchase order placed (in weeks):
10. Enclose the list of customers to whom you have supplied “Furniture” during the last 3 years ending 31.03.2017 with full postal address and name of the contact person with phone, FAX numbers, and E-Mail id. Certificate regarding satisfactory performance of the “Furniture” from the minimum three end users should be furnished.
11. Are you the authorized dealer or distributor or reseller for the products quoted?
12. Have you supplied “Furniture” to National Institute of Technology, Tiruchirappalli in the last 3 years? If yes, specify the quantity supplied in the last 3 years and last PO reference.
13. Was there any elapse or delay in supplying the goods ordered or any service related issue during the warranty period for the products ordered by NIT-T with your firm? If yes, provide details.
14. On Manufacturer’s Side to whom NITT have to contact in case of delayed in supply and other issues committed by the authorized dealer / distributor / reseller :

Contact Person Name : Address :	
E-mail ID :	Telephone / Cell Phone :

**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**

**SECTION: 5 – SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS**

**Specification for FURNITURE (Godrej)**

Name of the Component to be procured : Cot, Bedside table, Study table with chair, Sofa, Coffee table, Shoe cabinet, Cupboard, Dining table, Chairs, Executive Chairs, Almirah, Study table, Airport chair, Reception table, Mattress

Specifications : **List Attached**

Any other details/requirement : **List Attached**

Warranty period required (years) : **3 years from date of purchase**

Delivery schedule expected after release of purchase order (in weeks) : **4 Weeks**

EMD (in Rupees) : **Rs. 69,600/-**

Performance Security to be given by the successful bidder after release of purchase order (in Rupees) : **5 % of the total order cost**

## Specifications (Godrej)

Furniture & Qty: Nos	Model	SPECIFICATIONS
Single Cot Qty: 20	Adriana without storage	<p><b>2060L X 1131W X 930H in mm</b>  <b>Material:</b> 1) Bed structure consists of metal frames made of M.S Channel in 1.0mm thickness.  2. Horizontal plinths and bottom plinth are made of 25mm thickness PPB.  3. Head board made of 18mm thickness PPB with imported H.D.F foil wrapped decorative trims fixed to it  4. Tail Board is made of 18mm PPB with imported H.D.F foil wrapped decorative trims fixed to it  5. Side rail is made of 18mm thickness PPB with imported H.D.F foil wrapped decorative trims fixed to it  6. Mattress panel of bed are made of 18mm thickness PPB with all the expected edges are edge banded with 0.8mm thickness PVC edge banding.  <b>Finish:</b> 1) 18mm thickness PPB is in <b>walnut shade</b>.  2) Metal frames are powder coated in shade mat Black to the thickness of 50 micron.(+10)</p>
Double cot Qty: 6	Squadro	<p><b>968H X 1571W X 2078L in mm</b>  <b>Material:</b> 1. Bed Structure consist of metal frames made of M.S. 25 mm Square Pipes in 1. 2 mm Thickness &amp; M.S. Channels in 1.0 mm thickness.  2. Partition panels and plinths are made of 25 mm Thick Prelaminated Particle Board.  3. Head board and Tail board are made of 25 mm thick P.V.C. membrane pressed MDF.  4. Side board, Mattress panels and Drawer panels of Bed are made of 18 mm thick Prelaminated Particle Board with all the exposed edges edge banded with 2 mm thick PVC edge banding.  <b>Finish:</b> 1. PVC membrane pressed MDF of Head Board and Tail board is in Vermont V 45309 finish.  2. 18mm thick Prelaminated Particle Board is in <b>Cinnamon Shade</b>.  3. Metal frames are powder coated in shade Matt Black to the thickness of 50 microns (+10).</p>
Mattress Single Qty: 30	Ziesta	<p>QUILTED / NONQUILTED -QUILTED  Construction -Sandwich 30, Thickness-Mattress Thickness -inches 4"+ 30  RUBBERISED COIR CONSTRUCTION - Round corners- Yes  RC Pad Thickness (MM)- 60(30+30) , RC Pad Density (Gm/dcm3)- 80/ 115  Latex contained DRC- 25, Layer Thickness MM- 25, PU Foam Density Gm/dcm3- 18  Bonded Foam Thickness Thickness MM- 30  Bonded foam Density(Gm/dcm3) Gm/dcm3- 90  TOTAL MATTRESS THICKNESS-MM -115  Nature of Tapestry- Poly-cotton , Tapestry GSM - 140  Side Border panel PU Foam Thickness MM- 3  Side Border panel PU Foam Density Gm/dcm3 - 18  Side Wall Heshian Binding- No, Pillow-top Variant –No, EPE Sheet Thickness MM- No  Godrej Comfort Indicator Support Scale- 5 .5  Cushion Scale - 3.5, pufoam-25 mm - 25, Coir 30 MM ,80 D , 25DRC - 30  Bonded Foam, 30 MM , 90 D- 30, Coir 30 MM ,80 D , 25DRC- 30</p>

Mattress Double Qty: 6	Ziesta	<p>QUILTED / NONQUILTED –QUILTED, Construction -Sandwich 30          Thickness-Mattress Thickness -inches 4"+ 30          RUBBERISED COIR CONSTRUCTION - Round corners- Yes          RC Pad Thickness (MM)- 60(30+30), RC Pad Density (Gm/dcm3)- 80/ 115          Latex contained DRC- 25, Layer Thickness MM- 25, PU Foam Density Gm/dcm3- 18          Bonded Foam Thickness Thickness MM- 30, Bonded foam Density(Gm/dcm3)          Gm/dcm3- 90, TOTAL MATTRESS THICKNESS-MM -115          Nature of Tapestry- Poly-cotton, Tapestry GSM - 140          Side Border panel PU Foam Thickness MM- 3          Side Border panel PU Foam Density Gm/dcm3 - 18          Side Wall Heshian Binding- No, Pillow-top Variant –No, EPE Sheet Thickness MM- No          Godrej Comfort Indicator Support Scale- 5 .5, Cushion Scale - 3.5          pufoam-25 mm - 25, Coir 30 MM ,80 D , 25DRC - 30          Bonded Foam, 30 MM , 90 D- 30, Coir 30 MM ,80 D , 25DRC- 30</p>
Bed Centre Table Qty: 20	Adrina	<p><b>Overall Size:</b> Depth - 450.0 mm, Width - 440.0 mm, Height - 510.0 mm  <b>Material:</b> Body and drawer panels of Bed side table are made of 18 mm thick Prelaminated Particle Board. All the exposed edges are edge banded with 0.8 mm thick PVC edge banding.          Side panels are made of 18 mm thick Prelaminated Particle board with imported H.D.F. foil wrapped decorative trim fixed on to it.  <b>Hardware:</b> The high quality hardware used like Roller slides, Hinges, minifix, dowels is of make Hettich.  <b>Finish:</b> 18 mm thick Prelaminated Particle Board is in <b>Walnut shade</b>.</p>
Study table with Chair Qty: 35	Desking - work with Multi purpose CH8	<p><b>TABLE:</b> 1200W X 600D X 740H  <b>CHAIR:</b> 57.0D X 43.5W X 88.0H X 47.5 SEAT HEIGHT in mm  <b>Understructure:</b> The understructure assembly is a cantilever type frame made of 2.54 +-0.03cm x 0.2 +-0.01cm Thickness M.S.E.R.W tube and powder coated (DFT 40-60 microns)  <b>Color - Bavarian Beech</b></p>
Single Sofa Qty: 20	D-Lion	<p><b>1000W X 880D X 780H X 450 SEAT HEIGHT in mm</b>  <b>Upholstery :</b>          PVC in Syn Lth sofa Chenille in fabric sofa          Frame Material : Tropical Wood          Foam : Slab stock foam of density 32 kg/cubic mat seat and 28 kg/cubic mat back          Wooden facia : MDF          Webbing : Nylon  <b>Color - Coffee Brown</b></p>
Sofa 2 seater Qty: 4	D-Lion	<p><b>1375W X 880D X 780H X 450 SEAT HEIGHT in mm</b>  <b>Upholstery :</b>          PVC in Syn Lth sofa Chenille in fabric sofa          Frame Material : Tropical Wood          Foam : Slab stock foam of density 32 kg/cubic mat seat and 28 kg/cubic mat back          Wooden facia : MDF          Webbing : Nylon  <b>Color - Coffee Brown</b></p>
Sofa 3 seater Qty: 4	D-Lion	<p><b>2000W X 880D X 780H X 450 SEAT HEIGHT in mm</b>  <b>Upholstery :</b>          PVC in Syn Lth sofa Chenille in fabric sofa          Frame Material : Tropical Wood          Foam : Slab stock foam of density 32 kg/cubic mat seat and 28 kg/cubic mat back          Wooden facia : MDF          Webbing : Nylon  <b>Color - Coffee Brown</b></p>
Glass Table (TPAI) Qty: 4	Alice	<p><b>1000W x 650H X 450D in mm.</b>  <b>TABLE TOP MATERIALS &amp; SIZE :</b> (Tempered Glass/ 10mm)  <b>WOOD:</b> MDF + PAPER LAMINATION  <b>Color - Walnut</b></p>

<p>Sleeper Stand Qty: 25</p>	<p>Shoe cabinet 202M</p>	<p><b>800W X 395L X 490H in mm</b> Material (PVC/PU):PU &amp; PVC <b>LIPPING:</b> <b>Lipping material:</b> PVC <b>Lipping Thickness:</b> 0.35 <b>Metal part Color:</b> SILVER <b>Wooden Part Color:</b> WALNUT</p>
<p>Cupboard with 4racks Qty: 2</p>	<p>Vertical filing cabinet</p>	<p><b>1320H X 470W X 620D in mm</b> <b>Material:</b> CRCA *0.7 mm Thick (Top, Side &amp; Drawer Front); *0.6 mm Thick (Frames, Drawer- Inside Cover, Side Back Side) *0.5mm Thick (Back, Bottom, Drawer Bottom) <b>Drawer front:</b> Easy to grip Full length Handle recess integrated into Metal Drawer fronts <b>Label Holder:</b> Snap on type plastic label holder on Drawer Fronts <b>Drawer Size &amp; Files type :</b> <b>I)</b> For hanging 'Ezee' / 'Visa' files (Foolscap)from front to back (Files Along the Width) <b>II)</b>No. of 20 mm thick file which can be hanged in above way per drawer is 28.  <b>Locking &amp; anti-tipping arrangement:</b> Centralized locking with 10 lever Cam Lock &amp; having anti-tipping arrangement to ensure that when one drawer is opened for use, it does not allow other drawers to be opened.  <b>Slide:</b> High quality precision ball slide. Drawer Load 40 kg. UDL for 75,000 cycles (BS)  <b>Triangular Plate:</b> Plain Triangular plate pop riveted at the bottom corners for rigidity. <b>Accessories (Optional):</b> <b>I)</b> Drawer Partition <b>II)</b> Cradle for hanging A4 file folders front to back. <b>Finish:</b> Epoxy Polyester Powder coated to the thickness of 50 microns (+/-10) <b>Color - Prince Grey</b></p>
<p>Dining Table Qty: 10</p>	<p>BRAWN</p>	<p><b>1350W X 800D X 750H in mm</b> <b>Material :</b> Temper Glass ;Thickness:10/8mm,coating :powder in Black for the glass; abrasion resistance:100KGS <b>Hardware :</b> Steel , tap borer ; screw; nut ;coating :powder in black for the glass <b>Finish : Frame: black; glass: black</b></p>
<p>Chairs Qty: 50</p>	<p>TIA</p>	<p><b>450W X 520D X 990H in mm</b> <b>BACK LEG MATERIALS &amp; SIZE:</b> Steel, coating: chrome.  <b>SEAT MATERIALS &amp; SIZE:</b> Seat Details : 08mm plywood  <b>Upholstery Details (PU / PVC / Fabric):</b> PVC  <b>Upholstery Color :</b> TEXTURE BLACK</p>

<p>Executive chairs Qty: 2</p>	<p>Kareena high back</p>	<p><b>48cm.(W) X 76.0cm.(H) SEAT SIZE 51.0cm.(W) X 48.0cm.(D)</b>  <b>POLYURETHANE FOAM:</b> The polyurethane foam for seat and back is moulded with density = 45 +/-2 kg/m<sup>3</sup> and Hardness = 20 +/- 2.  <b>ARMRESTS (ADJUSTABLE):</b>  The armrest top is made of moulded polyurethane (P.U) and mounted on to a drop lift height adjustable type M.S. tubular armrest support chrome plated. The armrest height is adjustable up to 6.5cm in 5 steps &amp; also has swivel adjustment of 22° on both sides.  <b>KNEE TILT SYNCHRO MECHANISM WITH SEAT DEPTH ADJUSTMENT MECHANISM:</b> The mechanism is designed with the following features:  <ul style="list-style-type: none"> <li>• 360° revolving type.</li> <li>• Single point control.</li> <li>• Front pivot for tilt with feet resting on ground ensuring more comfort.</li> <li>• Tilt tension adjustment.</li> <li>• 4-position locking with anti-shock feature.</li> <li>• Seat back tilting ratio of 1:2 (11° Seat Tilt /22° back tilt).</li> <li>• Seat depth adjustment of 6cm can be locked in 6 positions.</li> </ul> <b>ADJUSTABLE BACKREST:</b> The backrest consists of a sliding up down mechanism, which can be adjusted in the range of 7.5 cm and can be locked in 4 positions for correct position of lumbar support.  <b>PNEUMATIC HEIGHT ADJUSTMENT:</b> The pneumatic height adjustment has an adjustment of 9.0 cm.  <b>PEDESTAL ASSEMBLY:</b> The pedestal is fabricated from steel, chrome plated and assembled with injection moulded black polypropylene hub cap and 5 nos. twin wheel castors (castor wheel dia. 5.0 cm). The pedestal is 66.0cm. Pitch-center dia. (76.0 cm with castors).  <b>TWIN WHEEL CASTORS:</b> The twin wheel castors are injection moulded in black Nylon.  <b>Color - Black</b></p>
<p>Almirah plain 4 shelves Qty: 3</p>	<p>storwel plain</p>	<p><b>1981H X 916W X 486D in mm</b>  <b>Martial:</b> I)Welded construction  II)0.7mm thick CRCA For shelf  III)0.8mm thick CRCA for back  IV)0.8mm thick high yield strength CRCA for Doors  V)0.9mm thick CRCA for all other components.  <b>Locking &amp; Handle:</b> I) Mazak handle II) 3 way locking mechanism with shelving bolt  <b>Shelving:</b> 1.Height wise adjustable shelf mounting.  2. Uniformly distributed load capacity per each full shelf is 40 kg maximum.  <b>Levelers:</b> M10 Screw type lever with hex plastic base.  <b>Finish:</b> Epoxy powder coated to the thickness of 50 microns (+-10)  <b>Color - Prince Grey</b></p>
<p>Almirah Mini Qty: 2</p>	<p>minor plain</p>	<p><b>1270H X 765W X 440D in mm</b>  <b>Martial:</b> I)Welded construction  II)0.7mm thick CRCA For shelf  III)0.8mm thick CRCA for back  IV)0.8mm thick high yield strength CRCA for Doors  V)0.9mm thick CRCA for all other components.  <b>Locking &amp; Handle:</b> I) Mazak handle  II) 3 way locking mechanism with shelving bolt  <b>Shelving:</b> 1.Height wise adjustable shelf mounting.  2. Uniformly distributed load capacity per each full shelf is 40 kg maximum.  <b>Levelers:</b> M10 Screw type lever with hex plastic base.  <b>Finish:</b> Epoxy powder coated to the thickness of 50 microns (+-10)  <b>Color - Prince Grey</b></p>

<p>Study Table ms Qty: 4</p>	<p>Relish</p>	<p><b>1180W X 460D X 750H in mm</b>  <b>Worktop:</b> The top is in Stainless Steel brushed finish with PLB insert for durability. Easy to clean and maintain hygiene.  <b>Side Frames:</b> <b>1.Made</b> from 30mm x 30mm x 1.5mm thick M.S Powder coated tubes at base which are welded and are fixed to top with screws.  <b>2.</b> The bottom ends are closed with Plastic buffers.  <b>MS Shade:</b> S/G Metallic Dark Grey  <b>Cross Member:</b> Made from 30mm x 30mm x 1.5mm thick M.S Powder coated tube, which is welded and bolted to side frames.  <b>Finish - SS</b></p>
<p>Airport Chair Qty: 2</p>	<p>perch 3 seat</p>	<p><b>180W X 68D X 78H X 41SEAT HEIGHT in cm</b>  <b>1) Cross Beam:</b> It is made of black powder-coated rectangular M.S. ERW tube having 80x40x2mm size.  <b>2) Leg and armrest:</b> are chrome Plated made of cold rolled steel with 1.2 mm thickness. Armrest &amp; Leg is assembled to the Cross Beam with 2 nos. M10 x 100 mm bolts.  <b>3) Seat-Back Shell:</b> The 1.6 mm thick powder-coated perforated shell is made from cold rolled M.S. sheet. The Side Bar is made of Chrome plated solid steel 30 x 12 mm (DIN174) with fluting and plastic inserts. The Shell is assembled on the Cross Beam with help of M8 Bolts (Per Seat - 8 nos. Seat to Bracket and 4nos. Bracket to Cross Beam).  Color – Silver</p>
<p>Reception Table Qty: 1</p>	<p>First impression</p>	<p><b>2490.0W X 1060.0D X 725.0H- Work surface 1035.0- Counter</b>  <b>Rubber Wood Top:</b>  Clean matt PU finish 18mm thick  <b>Inside radius -700.0mm</b>  <b>Outside radius – 1350.0 mm</b>  <b>Depth – 650 mm</b>  <b>Cork Rubberized cork – 18mm thick</b>  <b>Glass:</b> Frosted Glass 10mm thick Diamond cut finishing on edges  <b>Inside Radius – 1202.5mm</b>  <b>Outside radius – 1402.5mm</b>  <b>Depth – 200mm</b>  <b>*Note:</b> Angle sustained within arc surface is 60 deg.  <b>Modesty Panel :</b> MS Perforated sheet  <b>Below Work surface :</b> 0.8 mm (thick) x 665.0mm (height) x 1345.0 mm (flat length)  <b>Above Work surface :</b> 0.8mm (Thick) x 260 .0mm (height) x 1345.0 mm (flat length)  <b>Legs :</b> MS tube 1.6 mm thick  <b>Diameter -50.8 mm</b>  <b>Height -604 mm</b></p>

**Note: Price should include customs duty, Transportation, Delivery up to National Institute of Technology - Tiruchirappalli, Installation Charges and any other charges applicable**

**SECTION: 6 – PRICE SCHEDULE**

**To be used by the bidder for submission of the price bid**

1. Component Name:
2. Specifications (confirming to Section 5 of Tender document-enclose additional sheets if necessary):
3. Quantity:
4. Currency and Unit cost (excluding Taxes):
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. Total cost (Inclusive of all taxes) :
8. Warranty period (confirming to the Section 5 of Tender document. This should be mentioned in Technical bid also in order to get qualified for price bid):
9. Delivery Schedule (confirming to the Section 5 of Tender document):
10. Name and address of the firm for placing purchase order:
  
11. 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**

(Note: All column should be filled. No column should be left blank. If any column is not filled-in properly or left empty then the bid will be rejected.)

**SECTION: 7 – CONTRACT FORM**

**To be provided by the bidder in their business letter head**

[Name of the Supplier's Firm] hereby abide to deliver the .....by the delivery schedule mentioned in the Section 5 of the Tender document for supply of the items if the purchase order is awarded.

The item will be supplied conforming to the specifications stated in the tender document without any defect and deviations.

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**

**PERFORMA FOR TECHNICAL BID**

Tender No. & Date:

Bidder's Offer No. & Date:

S.No	Item/ Requirement from the Bidder	Bidders Response should be definite, complete and legible. Use separate sheet wherever necessary. All the documents enclosed should be arranged in the same serial order as they appear on the Tender Document.		
1	Particulars of remittance of EMD: Specify (a) DD Number (b) Amount (c) Issuing Banker			
2	Particulars of remittance of Cost of Tender Document Specify (a) DD Number (b) Amount (c) Issuing Banker			
3	Name and Complete Postal address of the Applicant or Bidder Firm/ Company with phone/ Fax/ Mobile number			
4	Website Address, if any, of the Bidder firm / company			
5	Legal status / Constitution of the Bidder in INDIA : (a) Sole Proprietor (b) Partnership (c) Private Limited (d) Public Limited (e) others			
6	Registration particulars for Establishment / Incorporation of the Bidder as Partnership firm/Private Limited Company/ Public limited Company etc., (Attach documentary evidence)	Authority	Registration Number	Place, date and Year of registration/ incorporation
7	<b>Classification of the bidder</b> (a) Manufacturer or (b) Authorized Agent or (c) Authorized Dealer or (d) Stockiest or (e) others, specify			
8	If the bidder is an authorized dealer/ distributor/ stockiest, whether authorization letter from the Original Furniture Manufacturer is attached? (Note: Without this authorization letter, the bid will not be considered)			
9	Details/Profile of the Products you are dealing with			
10	(a) Name (b) address (c) designation (d) phone & cell number and (e) E mail ID of the Contact person of the applicant/ bidder			
11	Have your attached photocopies of the following certifications a. NSIC Certificate b. Technical Pamphlets c. License Certificate			

12	Income Tax Permanent Account Number (PAN Number) (Attach self-attested Photo copy)	
13	Annual Turnover during the Last three financial years 2013-14, 2014-15 and 2015-16 (Profit and Loss Account and Balance sheet duly audited and certified by a Chartered Accountant and Income Tax Return i.e., ITR for the last three years must be attached)	
14	Latest Income Tax Assessment Completion Certificate/ Income tax clearance certificate and Sales Tax Clearance Certificate for last 3 years (In the event of assessment of the recent previous year having not been completed the certificate of the latest assessment completed may be enclosed) (Proof to be attached)	
15	VAT/ TIN number (Photo copy to be attached)	
16	Central Sales Tax (CST) Number (Proof to be attached)	
17	Service Tax Registration Number, (Attach self-attested Photo copy)	
18	Details of ISO or any other certification, obtained by the Bidder	
19	If the bidder even been blacklisted by any Government/ PSU/ University/ Autonomous bodies? Please give details and reasons thereof. If black listed and Revoked give details of the same.	
20	Whether the price bid format is completely filled and attached (Yes or No)	
21	Pendrive/CD/DVD attached (Yes or No)	
22	Previous purchase order attached (Yes or No)	
23	Contract Form attached (Yes or No)	
24	Declaration Form attached (Yes or No)	
25	Terms & Conditions Form attached (Yes or No)	

**Signature & Seal of Vendor**

**Note: The Technical bid should be submitted only as per the above format. No row shall be left blank. Please indicate NA, in case the item is “Not Applicable”. If this format is not used or any column is left blank, then the bid will be rejected.**

**PRICE BID FORMAT FOR INDIAN BIDDERS**

Tender No. &amp; Date:

Bidder's Offer No. &amp; Date:

S.No (1)	Description of item (2)	Unit (SET /No) (3)	QTY (4)	Rate per Qty in Rs. (excluding of all taxes) (5)	ED in % (6)	VAT/ CST In % (7)	Service Tax in % (8)	Total Value in Rs. (inclusive of all taxes) (9)
1	<b>Supply portion</b> (The price indicated shall be exclusive of all accessories, spares etc. as given in the scope of supply)		<b>ONE</b>					
1.1	<b>Single cot</b> (Adirana without storage)							
1.2	<b>Double Cot</b> (Squadro without storage)							
1.3	<b>Mattress Single</b> (Ziesta)							
1.4	<b>Mattress Double</b> (Ziesta)							
1.5	<b>Bed Centre Table</b> (Adrina)							
1.6	<b>Study table with Chair</b> (Desking-work with Multi purpose CH8)							
1.7	<b>Single Sofa</b> (D-Lion)							

1.8	<b>Sofa 2 Seater</b> (D-Lion)							
1.9	<b>Sofa 3 Seater</b> (D-Lion)							
1.10	<b>Glass Table-TPAI</b> (Alice)							
1.11	<b>Sleeper Stand</b> (Shoe Cabinet 202M)							
1.12	<b>Cupboard with 4 racks</b> (Vertical filling cabinet)							
1.13	<b>Dining Table</b> (BRAWN)							
1.14	<b>Chairs</b> (TIA)							
1.15	<b>Executive Chairs</b> (Kareena high back)							
1.16	<b>Almirah plain 4 shelves</b> (Storwel plain)							
1.17	<b>Almirah Mini</b> (Minor plain)							
1.18	<b>Study Table ms</b> (Relish)							
1.19	<b>Airport Chair</b> (perch 3 seat)							
1.20	<b>Reception Table</b> (First Impression)							

2	Other accessories /spares etc as given in scope of supply (Individual item-wise break- up price shall be attached as an annexure to this price bid format.)							
3	Installation & Commissioning (extra, if any)							
4	Packing & Forwarding charges (extra, if any)							
5	FOR Dispatching station value in Rs.							
6	Freight & Transit insurance charges, extra, if any							
7	Total all inclusive price delivered, installed and commissioned at NITT							
8	<b>Net cost to be paid by NITT</b>							

**Signature & Seal of Vendor**

**Note: The price bid should be submitted only as per the above format. No row shall be left blank. If this format is not used or any column is left blank, then the bid will be rejected.**

