

- **Subhash Pandey**
Registrar, IIT Patna

भारतीय प्रौद्योगिकी संस्थान पटना
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- To,

• Date: 04.03.2010

• Refⁿ : IITP/S&P/NIQ/02/FUR-22/2009-2010/.....

**NOTICE INVITING QUOTATION FOR SUPPLY & FIXING OF FALSE CEILING,
ALUMINIUM PARTITION, TABLE, CHAIRS ETC. TO IIT PATNA.**

The Registrar, Indian Institute of Technology, Patna invites quotations for supply of Furnitures details at **ANNEXURE – I**, in Single bid as indicated, in sealed cover, are hereby invited to reach the undersigned on or before **12.03.2010**.

Presentation of Bid:

01. Address of the firms submitting the quotation and the Officer, to whom the quotation is addressed, must appear distinctly on the sealed cover as under.

The following must be clearly written on the outer sealed cover irrespective of single bid:

QUOTATION FOR SUPPLY OF FURNITURES TO IIT PATNA
NIQ REF NO: - IITP/S&P/NIQ/02/FUR-22/2009-2010/....., DATED 04.03.2010, LAST DATE FOR
SUBMISSION. 12.03.2010

To,
The Registrar
Indian Institute of Technology Patna
Navin Govt Polytechnic Campus,
Patliputra Colony, Patna – 13 Bihar, INDIA

From: M/s _____
Address: _____
Contact No.: _____
Email ID: _____

Terms & Conditions:

01. **Rates:** Rates quoted for indigenous items must be on **FOR IIT Patna**, on **DOOR DELIVERY** Basis, with break ups as per details below:
 - (a) Basic Price
 - (b) (+) Central Excise Duty, (*NIL as IIT Patna is exempted*)
 - (c) (+) VAT/CST (on sub-total price, including Excise duty, if any)
 - (d) (+) Freight & Insurance charge, if any
 - (e) (+) Installation & Commissioning charge, if any
 - (f) Grand **Total F.O.R. IIT Patna, Price** (*Price bid must be provided in quotation as per the above order, otherwise the quote will not be considered.*)
02. **Validity** (Both Foreign & Indigenous): Quoted rates must valid for 120 days.
03. **Warranty/Guarantee:** The material is quoted with a minimum Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination.
04. **EMD:** 2% of the quoted value in form of DD in favour of '**Registrar, IIT Patna**' will have to accompany all quotations to be submitted. Quotations submitted without appropriate amount of earnest money are likely to be rejected.
05. **Delivery:** Unless otherwise stated delivery of goods at IIT Patna, will have to be maximum within 15 days from the date of issue of the Purchase Order. All aspects of safe delivery shall be the exclusive responsibility of the vendor.

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06. **VAT Certificates & TDS:** Copy of latest VAT clearance Certificates with the TIN number clearly indicated therein, will have to accompany the quotation to be submitted. For a vendor within the state of Bihar, appropriate VAT *deduction at source* will be applicable
07. **Dealership Certificate:** Dealership certificate (in case of dealers) and standard Technical literature on the offered products must be enclosed, if applicable.
08. **Rate of AMC:** Annual Maintenance Contract rate (after expiry of warranty period) is to be clearly Indicated (for equipment only). The selected supplier/s is to ensure regular availability of spares.
09. **Printed conditions of supply of the firm, if any, will not be binding on us.**
10. **Late and delayed quotation:** Late and delayed tender will not be considered. In case any unscheduled holiday occurs on prescribed closing/opening date, the next working day shall be the prescribed date of closing/opening.
11. **Ground for Rejection of Quotation:** The quotations are liable to be rejected if the fore going conditions are not complied with. The quotation should be complete in all respects and duly signed wherever required. Incomplete and unsigned offer will not be accepted.
12. **Payment:** Payment will be maximum within 30 days from the date of successful delivery and acceptance of goods at IIT Patna, generally through A/c payee cheque. In case payment is to be made by DD, the draft commission will be deducted from the bill amount. Part payment for part delivery will not be allowed.
13. **Entry Tax:** Entry tax, if applicable will be born by us (generally @4% or as applicable on FOR IITP value)
14. **Termination for default:** Default is said to have occurred
 - (a) If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by IIT Patna.
 - (b) If the supplier fails to perform any other obligation(s) under the contract
 - (c) If the vendor, in either of the above circumstances, does not take remedial steps within a period of 30 days after receipt of the default notice from IIT (or takes longer period in spite of what IIT may authorize in writing), IIT may terminate the contract / purchase order in whole or in part and forfeit the EMD. In addition to above, IIT may at its discretion also take the following actions: IIT may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate IIT for any extra expenditure involved towards goods and services to complete the scope of.
15. **Applicable Law**
 - (a) The contract shall be governed by the laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings/processing.
 - (b) All disputes are subject to exclusive jurisdiction of Competent Court and Forum in Patna, India only.
 - (c) Any dispute arising out of this purchase shall be referred to the Registrar IIT Patna, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Director of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.
16. The acceptance of the quotation will rest solely with the Registrar, IITP, who in the interest of the Institute is not bound to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotations received without assigning any reasons.

Enclosed: **ANNEXURE- I**

(Subhash Pandey)
Registrar, IIT Patna

ANNEXURE-I

1. **PARTITION WORK INCLUDING DOOR (ROOM No-01):**
 - (a) Aluminium Frame: Thickness – 2mm
 - (b) Laminated Board: Thickness – 12mm
 - (c) Glass Plate: Thickness – 5mm
 - (d) Door Closer must be fixed.
 - (e) Rough Area : 1155 Sq Ft

2. **FALSE CEILING (ROOM No-01):**
 - (a) Gypsum Board : 2'x2'x12mm
 - (b) Aluminium Channel : Standard
 - (c) Rough Area : 1775 Sq Ft

3. **WORKING TABLE: QTY - 08**
 - (a) One drawer on left and one on right. All lockable
 - (b) Enamels painted
 - (c) Heat Chamber processed
 - (d) Rough dimensions: 6' x 3' x 2'6"

4. **ALMIRAH: QTY - 05**
 - (a) Four adjustable shelves making five compartments
 - (b) Compartments made of 0.8 mm C.R. sheet or better thickness.
 - (c) Steel handle
 - (d) Securely lockable
 - (e) Anti Rust Treatment
 - (f) Heat Chamber Processed
 - (g) Rough dimensions: 78" x 36" x 19" or dimension of Godrej Storewell Plain

5. **WHEEL MOUNTED RACK: QTY - 03**
 - (a) Five adjustable racks (excluding the roof) mounted on four L-channels
 - (b) Rack and Channel made of steel
 - (c) Each rack should be capable of supporting 20 kg of load.
 - (c) Spray painted with single colour
 - (d) Anti Rust Treatment
 - (e) Four Heavy duty Wheels and Four spare Heavy Duty wheels
 - (e) Dimension: 2' 6" (length) x 1' 6" (breadth) x 5' 6" (Height)

6. **REVOLVING CHAIRS WITHOUT ARMREST: QTY -10**
 - (a) Cushioned seat and back made of High density foam covered with good quality fabric
 - (b) Push back system
 - (c) Revolving system
 - (d) Five wheels hydraulic system base

7. **Electrical Connection:**
 - (a) 3 Phase Connections as per requirements (you can visit our premises for exact detail)
 - (b) Points for Air Conditioners: Qty – 08 nos.

8. **CEILING FAN: QTY - 06**
 - (a) Sweep: 1200 mm
 - (b) Power consumption: < 100 Watt
 - (c) Blades: 3 (minimum)
 - (d) Maximum RPM: 1500
 - (e) Five speed Regulator Control
 - (f) Having renowned Brand

9. **TABLES: QTY - 23**
 - (a) Dimension 4'x2'
 - (b) Three nos of drawers with channels & good locking arrangements
 - (c) About 2' height barriers (or divider) along three sides
 - (d) One keyboard drawer
 - (e) One CPU Stand

10. CHAIRS WITH ARMRESTS: QTY -25

- (a) Cushioned seat and back made of High density foam covered with good quality fabric
- (b) Push back system
- (c) Revolving system
- (d) Five wheels hydraulic system base
- (e) Durable and sturdy armrest

11. PARTITION WORK INCLUDING DOOR (ROOM No-02):

- (a) Aluminium Frame: Thickness – 2mm
- (b) Laminated Board: Thickness – 12mm
- (c) Glass Plate: Thickness – 5mm
- (d) Airtight Door with Door Closer
- (e) Rough Dimension: - 6.5'x5'x11'

12. FALSE CEILING (ROOM No-02):

- (a) Gypsum Board : 2'x2'x12mm
- (b) Aluminium Channel : Standard
- (c) False Ceiling should be duly painted
- (d) Rough Area : 30'x30'x11'