



**NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR  
PURCHASE & STORES SECTION**

MAHATMA GANDHI AVENUE, DURGAPUR- 713209 (WEST BENGAL), INDIA

No. NITD/Estt./Furn./01/2018-19

Date: 27.02.2019

**NOTICE INVITING QUOTATIONS**

Quotation in sealed cover super scribed  
Ref. No. & date must Reach within due date

**Supply of Furniture for Students and Faculty, NITD**

Quotations are invited from all prospective bidders for Supply of Furniture for Faculties of NIT Durgapur as per the specifications, terms and conditions mentioned in this notice. Only those firms with valid certificate of enlistment (Trade License), GST Registration no. PAN No. etc. will be considered.

SCHEDULE		
1	Pre- bid & Site inspection:	Monday (Dt.-11/03/2019)(Site inspection: 10.00 am & Pre-bid: 11.00 a.m.)
2	Last date of Submission of bids:	27/03/2019 at 12:00 hrs.
3	Date of Opening of technical bids:	29/03/2019 at 11.00 a.m.
4	Earnest Money Deposit (EMD)	2% of Bid value for all bidders irrespective of MSME/ or General.
5	Venue	Senate Room of S. N. Roy Building

**Chapter-1**

**General terms and conditions (Read the instructions carefully):**

- 1) **Pre- Bid:** Interested bidders are requested to attend the pre bid meeting on date and time mentioned above of NITD Campus and to visit the site for inspection at aforementioned time & date. Representatives of bidders are requested to carry authorization letters for attending the same. No queries will be entertained later.
- 2) **The Bid has to be submitted in two parts:** Technical Bid & Price Bid.

**Technical Bid Includes:**

- a) **Signed and Stamped copy of the notice inviting quotations.** The bid document must be signed and sealed, and enclosed with the bid as a token of acceptance of all terms and conditions in the bid document by the bidder.
- b) Completely filled and signed 'Form A' (Annexure I to this tender notice).
- c) **EMD - 2% of total bid value to be deposited offline** [by the all vendor(s)] in the form of demand draft from any commercial bank, having branch at Durgapur, in favour of Director, NIT Durgapur payable at par. Same will be released to the unsuccessful vendor(s) on application after completion of the entire tendering process and to the successful vendor after successful supply of items on application & submission of security deposit / PGD. **EMD must be submitted before opening of technical bid failing which bid may be declared as non-responsive.**
- d) Self –attested copy of **valid PAN card, Aadhaar No., IT Return for last 3 years, GST Registration certificate, Certificate of Enlistment (Trade Licence)/ Shops & Establishment Certificate** for relevant items and any other special license that may be required for the supply/ provision of such items/ good/service must be provided by the bidders, failing which the bid may be rejected without further reference .Self –attested copy of tax registration of any tax charged by the bidder is mandatory .Manufacturers to provide **valid** certificate of incorporation/ factory license .If trade license for current

FY (18-19) is not available till last date of submission, then a self- attested stamped copy of renewal receipt from concerned Municipality along with last FY (17-18) trade license is to be provided .This is provisional only .The bidder should note that valid trade license (FY 18-19) for said work/goods has to be provided by bidder at time of order placing or else the order will be cancelled for even L-1 bidder.

- e) The bidders should clearly state whether they are under the composite scheme of GST or regular GST registration.
- f) Brochure of all the products quoted with complete technical specifications.
- g) If certificates provided by bidders are not bilingual (i.e. in English as well as local language), then a transcript of the same should be provided in English.

**Price Bid:** Completely filled Annexure II: From-B to this notice The price bid must be quoted in Indian Rupees.

**Any indication of prices in the Technical Bid will result in automatic disqualification.** Price Bids will be opened after due scrutiny of technical bids.

- 3) Bidder are requested to provide valid email IDs, contact numbers and other information. The same should be clearly written/ typed without any error. Failure of any communication due to invalid email ID/ phone not the responsibility of the Institute.
- 4) The Institute reserves the right to seek further documentations /clarifications from all/ any of the bidders, if so desired.
- 5) Any misrepresentation/concealment/fraud/collusion/canvassing on part of the bidders, is an offence and the Institute reserves the right to take action against the bidder(s). The order/tender/bid may be cancelled and/ or the bidder(s) debarred from further tendering process of the Institute.
- 6) The hard copies of documents as stated in this tender document must reach on time.

## Chapter-2

- 1. **Validity of Quotation:** Quotation shall remain valid for a period of not less than 120 days after opening of Price bid.
- 2. **Purchasers' Right :** Notwithstanding anything specified in this tender document/notice, the Institute unconditionally and without assigning any reasons, reserves the right to :(a) accept or reject the lowest tender/ bid or any other tender/bid or all the tenders/bids, at any time prior to the award of the purchase/work order, without incurring any liability to the affected bidder(s); (b) accept any tender in full or in part; (c) reject the tender offer not confirming to the tender terms; (d)cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 3. The final type, variant and quantity of goods in question to be serviced/ purchased are to be as per the discretion of the Institute keeping in mind our requirements. Therefore, price may not be the sole consideration. Bidders are requested to take care as not to quote sub- standard products in order to gain as order. The Institute reserves the right to cancel an order, if on inspection, it is deemed by the Institute to be of sub-standard quality or not meeting our specifications/requirements, as the case may be, irrespective of the price. Bidders may be required to produce samples &/or price justification before/after placing of an order.
- 4. 5 % of the supplied items at random or the entire lot of items supplied may be inspected by concerned Dept./Section/end user. If found unacceptable whole lot may be rejected & fresh supply to be made by vendor at his/her own cost.
- 5. **Genuine Pricing :** The bidder has to ensure that the quoted price for NITD is not more than the Price Offered to any customer in India (except for revision in tax rates) to whom this particular item has been sold/services rendered, particularly to Indian Institute of Technology, National Institute of Technology, State /Central or Deemed Universities, Defence Organisations, Research Establishments or any other Government Institutions in recent past (at least relevant FY). For this purpose the vendor has to furnish a price reasonability certificate in the page 02 of Form-A of the Technical Bid. In no case will the Institute pay more than MRP of a particular product.

6. **Black listing:** The bidder should not have been blacklisted or debarred from participating in tenders in any State/ Central Government Agencies or autonomous Bodies or Universities/ Educational Institutions or PSUs.
7. It will be the sole responsibility of the Supplier to abide by the provisions of any Law/acts as to the provision of this goods/ Service.
8. All Invoices raised should bear printed serial no., date, GST No. of supplier and should mention the Purchase Order No. and date. Original P.O. to be attached with bill/ invoice along with PFMS form. Prices and Taxes (rate, % & type of tax) are to be shown separately and the Challan should bear Security Entry Stamp of NIT main gate. The Challan should clearly state the make/ manufacturer, model, specifications, quantity etc. of the items supplied. Installation and satisfactory commissioning report, test reports along with warranty certificate(s), where applicable should accompany the bill/ invoice.
9. The Institute is exempted from payment of Custom and Excise duty on items for Research purpose mentioned below, wherever applicable:
  - a) Scientific and Technical Instruments, apparatus, Equipment (including Computers)
  - b) Accessories, spare parts and consumable thereof.
  - c) Computer software, CD ROM, recorded magnetic tapes, Microfilms, and Microchips.
10. If the date of tender opening happens to be a holiday or the Institute remains closed due to any reason, the date for the same will be shifted to the next working day at the same time.
11. Changes, if any, to this Tender Notice will be intimated as corrigendum/ addendum to the same on the Institute website ([www.nitdgp.ac.in](http://www.nitdgp.ac.in)), so bidders are requested to check the same regularly. No personal intimation will be given.

### **Chapter-3**

1. **Performance Bank Guarantee /Security Deposit @ 5%** of the quoted value (incl. taxes) is applicable. The successful bidder must submit before the release of payment a valid bank guarantee of any nationalized/commercial bank recognized by RBI of 5 % of the order value towards Performance Security/ Security Deposit during the warranty period. Else, 95 % of the payment will be released retaining 5 % of the order value towards Performance Security during the warrantee period. The bank Guarantee should be valid for sixty days after completion of warrantee. There is no exemption for Performance Guarantee Deposit ( PGD) / Security Deposit. No interest will be paid by the Institute on EMD or PGD or Security Deposit.
2. **Failure of Order Execution:** In case the vendor fails to carry out the work as per directions of the Institute authority or terms & conditions of tender documents/ P.O./W.O. the order may be cancelled by the Institute without incurring any liability to the bidder. The Institute may impose fines in cases where it deems fit.
  - a) If a successful bidder after receiving the order fails to execute the order within the stipulated period or does not fulfil any of the terms and conditions in any respect, the Institute reserves the right to cancelled the order unilaterally. In such case, the EMD/SD of the bidder will be forfeited and no claim whatsoever will be entertained thereof.
3. **Scope of work:** Supply of Furniture for students/faculties etc. of NIT Durgapur as per directions of Competent Authority of the Institute. All Supplies are to be guaranteed against manufacturing defects and must be replaced at suppliers' cost. Removal and replacement of rejected goods will be supplier's responsibility and at supplier's cost. The work should be carried out within 30 working days of issue of P.O./W.O./LOI or as mentioned in the P.O./W.O./LOI. **Free delivery, installation & commissioning at NIT Durgapur. Onsite warranty of minimum 12 months from date of delivery, installation & commissioning. Inventory numbering to be carried out by the vendor as provided by NIT Durgapur.**

4. Payment: Our normal terms of payment are 100 % within 45 working days on submission of bills if the bills and documents are in order and after due inspection, installation & commissioning (wherever applicable) of the item(s) supplied. Installation report duly signed by end user & warrantee certificate wherever applicable is to be provided with the bill. If required test reports may be required to be provided for quality assurance. However, a single part payment (of 75% of the work executed and supplied/commissioned) may entertained if applied.
5. L.D. charges @ 0.5 % per Week of Delay applicable. Institute reserves the right to cancel the order on accumulation of L.D. charge of 10 % if the vendor fails to execute the order within our stipulated period or do not fulfil any of the terms and conditions, the Institute authority reserves the right to cancel the order.
6. Settlement of any dispute will be made by Competent Authority of NIT Durgapur failing which through arbitration by Director, NITD or may be made under the jurisdiction of Durgapur Court.
7. The terms of the accepted offer shall be incorporated in the purchase order. The bidder should be ready to carry out the work on urgent basis.
8. **Conditional bids will not be accepted.**
9. All other terms and conditions of GFR-2017 of the Government of India, the Institute's rules/ orders etc. will be applicable. Integrity pact as per GFR-2017 must be adhered to.
10. Stipulated time for supplying item-1 is 150 days and for items 2,3,4 & 5 is 100 days from the date issuing P.O.

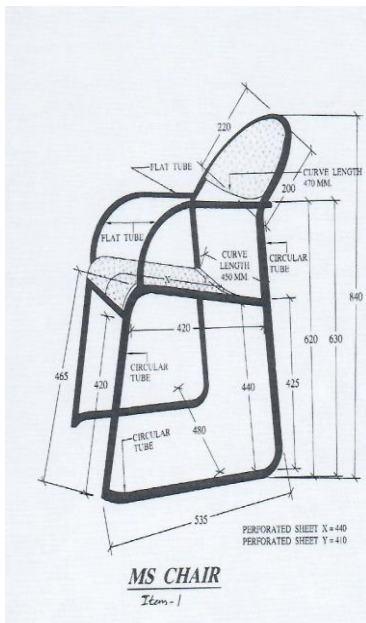
Yours sincerely,

Dy.Registrar (Establishment)

Copy to : 1. Registrar Secretariat, 2. Notice Board : a) Purchase & Stores section, b) Admin Building, c) Academic Building, 3. Institute website.



## CHAPTER-4


### Detail specifications of Items

SL. No.	Item	Item Description	No.	Rate	Picture
1	Study Chairs with M.S. perforated sheet for seat and backrest	<p>Quotation is asked for fabricating, finishing, and supplying of chair with following specification:</p> <ol style="list-style-type: none"> <li>1. Dimension should be as per sketch attached</li> <li>2. Ms Tube 14 SWG (2.0 mm) thickness</li> <li>3. Seat/ Back: The seat is made up of perforated M.S. sheet thickness approximately 18-20 SWG.</li> <li>4. Armrest assembly : Flat tube approximately 35 mm. Width 10-12 SWG</li> <li>5. To be finished with approved brand of powder coated paints (*) over pre-treatment.</li> <li>6. Sample item with colour shall be got approved from the authority before supplying. <ul style="list-style-type: none"> <li>• POWDER COATED SPEC. Over 9 tank pre-treatment anti corrosive process.</li> </ul> <p>All MS components are epoxy-polyester powder coated. Dry film thickness more than 45 micron. Salt spray test to withstand more than 1000 hours. Scratch hardness will be able to withstand upto 4 kgs. Impact resistance : 150 kg cm</p> </li> <li>7. Approx. Weight of each chair shall not be less than 7.25 kg.</li> </ol>	1280		

#### **Special terms and conditions**

1. All steel components should be cold rolled closed annealed steel from SAIL/TATA/JINDAL. Undertaking to this effect be submitted by the bidder/ supplier. Steel products shall also be ZINC- PHOSPHATED.
2. All expenditure related to possible transportation of supplied item outside the Institute premises for servicing etc. (if any) within the warranty period will be borne by the supplier.
3. Quality Control Certificate of the finished product regarding the specification given in the item(s) from any Governmental Institute/ Laboratory shall be submitted during supplying the Item(s). The bidder will execute this on their own cost.
4. Workshop inspection will be done by the Institute. The supplier will arrange their visit if necessary.
5. Inventory Number of product shall be put to all supplied Item as per the direction of the Estate Section at the Cost of the supplier.

Sl No.	Description	Size	Specification	Qty	unit	Picture	Rate	Amount
2	Executive Chair for FACULTY	Man Chair High Back 76.3cm (W), 76 cm (D), 97-109 cm(H) 42.5 54.5 cm (SH)	Supply & Installation of EXECUTIVE CHAIRS with Green guard certified 100 % VOC free powder coating Knock-down design reducing transportation emissions. Designed for long life and easy part replacement 99 % recyclable. The seat and back are made up of 1.2 plus/ minus 0.1 thick hot-pressed plywood and upholstered with fabric upholstery covers and moulded polyurethane foam. The back foam is designed with contoured lumbar support for extra comfort. The seat has extra thick foam on front edge to give comfort to popliteal area. The HR polyurethane foam is moulded with density = 45 plus/minus 2 kg/ m3 and hardness load 16 + _ 2 kg as pr IS: 7888 for 25% compression. The one piece armrests are injection moulded from black Co-polymer Polypropylene. The mechanism is designed with the 360° revolving type, Upright position locking, Tilt tension adjustment, Seat/back tilting ratio of 1:3. The pneumatic height adjustment has an adjustment stroke of 12.0 plus/ minus 0.3cm. The bellow is 3 piece telescopic type and injection moulded in black polypropylene. The pedestal is injection moulded in black 33 % glass- filled nylon-66 and fitted with 5 nos twin wheel castors. The pedestal is 66.3 plus/minus 0.5cm pitch-center dia. (76.3± 1.0cm with castors. The twin wheel castors are injection moulded in black nylon.	25	No			
3	Visitors/ Class room teachers chair	61.4 cm(W) 64.5 cm (D) 89.6 cm(H) 46.5 cm (SH)	Supply & installation of EXECUTIVE CHAIRS with Green guard certified 100 % VOC free powder coating Knock-down design reducing transportation emissions. Designed for long life and easy part replacement 99 % recyclable. The seat and back are made up of 1.2 plus/ minus 0.1 thick hot-pressed plywood and upholstered with fabric upholstery covers and moulded polyurethane foam. The back foam is designed with contoured lumbar support for extra comfort. The seat has extra thick foam on front edge to give comfort to popliteal area. The HR polyurethane foam is moulded with density = 45 plus/minus 2 kg/ m3	50	No			

			and hardness load 16 + _ 2 kg as per IS: 7888 for 25% compression. The one piece armrests are injection moulded from black Co-polymer Polypropylene. The powder coated (DFT 40-60 microns ) tubular frame is cantilever type & made of 2.54 plus/minus 0.03cm x 0.2 plus/minus 0.016cm Thk. M.S.ER.W.Tube					
4	Welded Storwel Plain (4Shelf)	SIZE: 916 mm (W) x486 mm (D)x 1980 mm (H)	Supply & installation of welded Storwel plain made with 4 nos . of adjustable full shelf. Its Storwel should be made of multi bend construction and interlocking design and full length over lapping doors and side. should be provided with three way bolting mechanism. Spot welding and CO2 welding should be done. Anti-corrosion treated components oven backed powder coating process should be undergone and made with 0.7mm thk.(plus 0.07 mm ) crca for shelf, 0.8 mm (+ 0.8 mm ) height yield strength crca* 8 for doors and back and 0.9 mm thk. (+ 8 mm)crca for all other components. The CRCA'D' grade as per IS:513 and CRCA'D' grade high yield strength as per IS:513. Mazak handle and three way locking mechanism with shooting bolt. Height wise adjustable shelf mounting and for uniformly distributed load capacity per each full shelf is 40 kg maximum. It has 4 nos. of adjustable full shelf and Box file A4 size (85 Wx345HX285D) can be stored vertically on three shelves and the clear space above fourth shelf is 240mm. The M 10screw type leveller with hex plastic base and epoxy powder coated to the thickness of 50 microns (+10)	40				
5	Executive Desk for teachers	Table-6030 with side return unit 5219 (RHS) size (mm) 1800 (W) 900 (D),740 (I) & 1550 (W) 450	Supply & Installation of Executive Desk for teachers as per approved drawing enclosed herewith and specifications detailed below. The Size (mm) 1800(W), 900(D), 740(H) & side Return unit 5219 (RHS), Size : (mm) 1550(W), 450 (D),705 (H) Desk and extended returned unit (ERU) top, side panel and modesty are made with 25 MM THICK PLAIN PARTICLE BOARD(PPS) CLAD WITH 0.6 MM THICK POST FORMED LAMINATE AND IMM THICK BACKING LAMINATE (BDL).FLAT EDGE DULY SEALED WITH 2MM THICK PVC BEADING 18 MM THICK PLAIN PARTICLE BOARD (PPB) CLAD	25	No			

		(D), 705 (H)	WITH 1.0 MM THICK DECORATIVE LAMINATE (DL) ON BOTH SIDE EDGE SEALED WITH 2MM THICK PVC BEADING etc. all complete as per manufacturer's specification and the direction of Engineer-in-charge.					
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Note: 1) The Stainless Steel Grade of products is Grade 304.



TECHNICAL COMPLIANCE SHEET (To be filled by bidder)

Sl. No.	Item	Compliance with specifications mentioned in the NIT/NIQ (Yes or No)	Brochure attached (Yes or No)	Warranty offered (in months)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

(Signatures of the authorized signatory with seal of tendering firm & date)

**ANNEXURE-1**

NATIONAL INSTITUTE OF TECHNOLOGY DUGAPUR  
MAHATMA GANDHI AVENUE, DURGAPUR – 713209 (WEST BENGAL), INDIA  
**ANNEXURE-1 TO NOTICE NO NITD/Estt./Furn./..... dated .....**

**FORM-A**

<b><u>Sl. No.</u></b>	<b><u>Particulars</u></b>	
1	Name of the Supplier/Vendor/Firm/Distributor:	
2	Name of the Contact person/Proprietor:	
3	Registered /Contact Address of the Supplier/Vendor/Firm/Distributor	
4	Contact No (Mobile No/Telephone No)	
5	Email Addresses	
6	PAN/GIR NO-( <b>Attach self-attested copy</b> )	
7	GST Registration no. ( <b>Attach self-attested copy</b> )	
8	Valid Trade License No. –( <b>Attach self-attested copy</b> )	
9	Valid Certificate of Incorporation (for manufacturers) – ( <b>Attach self-attested copy</b> )	
10	Whether minimum specification mentioned in tender notice are fulfilled by all the product/services whose price has been quoted	
11	Whether Rates Quoted Inclusive of All taxes or not	
12	Whether Supplier/Vendor/Distributor/Firm have been ever blacklisted in any State/Central Government agencies or Autonomous bodies or universities/Educational Institute or PSU's? If such blacklisting has been revoked.	
13	Whether EMD in Form of DD has been enclosed? Write DD NO & Date & Bank Name and Branch.	
14	Whether Brochures of all the products are attached	
15	Aadhaar No. of Proprietor / Authorized agent/dealer	
16	IT Returns for Last Three Years	

(Signature of the authorized signatory with seal of tendering firm & date)

Name:

Contact no. :

**DECLARATION CERTIFICATE (Form – A contd..)**

1. Price reasonability: It is certified that the RATE quoted against the NITD's tender number/notice inviting quotation \_\_\_\_\_ dated \_\_\_\_\_ for the supply/installation/commissioning/servicing of..... is not more than the rates charged to other NIT's/IIT's/Central or State Government Organizations/Research Laboratories/Defence establishments/Autonomous Bodies/PSUs, for similar supplies/works made by our firm, in the recent past (current financial year). If at any stage, it has been found that the quoted rate to NITD is higher than the rates charged to above mentioned institutions, then in such a situation/condition, NITD shall have the right to take appropriate action against us, for recovery of excess rates. NITD reserves the right to cancel the tender or reject the bid.
2. Blacklisting: I \_\_\_\_\_ Contractor/Partner/Sole proprietor (Strike off word which is not applicable) of firm M/s. Declare that my/our individual/firm/companies is not/has not been blacklisted by NIT's/IIT's/Central or State Government Organizations/Research Laboratories/Defence establishments/Autonomous Bodies/PSUs etc. .
3. I.....S/o or D/o.....r/o.....hereby certify that none of my relative(s) is/are employed in NITD.
4. I do hereby solemnly declare and affirm that the above declaration and all details provided by me in the tender/bid document is true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed therein. I agree to abide by the terms & conditions of this NIT/NIQ.
5. In the event of any such information pertaining to the aforesaid matter found at any given point of time during the course of the contract or at the bidding stage, my bid/contract shall be liable for truncation/cancellation/termination without any notice at the sole discretion of the Institute.

Yours faithfully,

Authorized signatory of Bidder with Seal

Name.....

Designation.....

Date.....

**ANNEXURE-2**

**NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR**  
**MAHATMA GANDHI AVENUE, DURGAPUR 713209 (WEST BENGAL), INDIA**  
ANNEXURE-2 TO NOTICE NO NITD/Estt./Furn./.....dated .....

**FORM-B (PRICE BID)**

<u>S No.</u>	<u>Item</u>	<u>Qty.(nos.)</u>	<u>MRP per unit (incl. all taxes) Rs. P.</u>	<u>Price offered excl. Tax per unit in Rs. P.</u>	<u>GST in %</u>	<u>Total price for total qty. Including taxes &amp; all charges in Rs. P.</u>
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

(Signatures of the authorized signatory with seal of tendering firm & date)