



राष्ट्रीय प्रौद्योगिकी संस्थान दुर्गापुर

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

MAHATMA GANDHI AVENUE, DURGAPUR-713209

(West Bengal), INDIA, www.nitdgp.ac.in

An Autonomous Institution of the Govt. of India under MHRD

Ref. NITD/EST/Furniture/02/19

Date: 25.07.2019

Subject: E-Tender for Annual Rate Contract (ARC) for repairing of furniture items in the National Institute of Technology Durgapur (NITD), West Bengal, India.

1. Online tenders, containing, both technical and financial bids, are invited from the experienced Firms interested in Annual Rate Contract for various wooden / steel furniture/Sofa set /Visitor chairs/Executive chair/misc. furniture items (**as per Annexure-I**) in the National Institute of Technology Durgapur. The contract shall initially be for a period of one year, which may be extended further on continuous satisfactory service and mutually agreed upon by the Firm and NITD.
2. The bid shall consist of two parts – Technical bid and Financial bid. Both the bids are submitted online on website <https://etenders.gov.in/eprocure/app>. Tender also be viewed in the NITD website www.nitdgp.ac.in. All the information sought under the head 'Conditions' and 'other information to be supplied' is to be given in Technical Bid while prices quoted for the same will have to be mentioned only in the financial Bid Format as per Annexure-I. The Financial Bids of only those firms shall be opened whose Technical Bids are found to be eligible.
3. The offers, in the prescribed format, shall be submitted online at <https://etenders.gov.in/eprocure/app> as per the tender document. No tender will be accepted in fax, e-mail or any other such means. The intending, bidders must be registered with e-Procurement <https://etenders.gov.in/eprocure/app> the tender document is also available on website: www.nitdgp.ac.in.

4.

A.	Bid online submission start date.	25/07/2019 at 06:00PM
B.	Bid online submission end date.	19/08/2019 at 06:00PM
C.	Date and time for opening online technical bids	22/08/2019 at 11.00 AM
D.	Date and time for pre-bid meeting	12/08/2019 at 11.00AM
E.	Estimated Value of the Contract	₹ 500000.00
F.	EMD in ₹	10000.00
G.	Security Deposit in the form of Bank Guarantee will be retained for 15 months from the start of contract.	10% of estimated cost

5. An earnest money amounting ₹ 10,000.00 (Rupees Ten Thousand Only) in the form of Demand Draft drawn in favour of “Director NIT Durgapur”, payable at Durgapur has to be enclosed with the Technical Bid, failing which, the Technical Bid shall be rejected.

6. The tender should be submitted online through e-Procurement portal <https://etenders.gov.in/eprocure/app> or before the closing date i.e. 19/08/2019 at 06.00 P.M. Tenders received after closing date and time shall not be considered.

7. Tenders document may be directly down-loaded from the Ministry’s website <https://moefcc.euniwizard.com>, and www.moef.nic.in.

8. Technical Qualifying Criteria:

Only those Firms which have the experience in the relevant field of repairing of furniture items in Government Ministries/ Departments /Government Organizations /PSUs/Corporate Sector etc. need to apply. While submitting the tender, the intending tenderer shall have to furnish self-attested copies of following certificates/documents to this Ministry:-

- I. The experience certificates.
- II. Copies of valid certificates of Income Tax clearance for the last three years i.e. 2016-17, 2017-18 and 2018-19 must be submitted.
- III. Proof of annual turnover for the last three each years i.e. 2016-17, 2017-18 and 2018-19.
- IV. The Firm must have an office or workshop of its own in Durgapur, copy of the same must be provided.
- V. The Firm must have GST Number (copy of the same must be provided)
- VI. List of Clients.
- VII. An undertaking that they are not barred from any organization.
- VIII. PAN
- IX. AADHAAR Number
- X. Trade License in relevant field.

9. Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the e- tender Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-tender Portal.

More information useful for submitting online bids on the e-Procurement Portal may be obtained at: <https://etenders.gov.in/eprocure/app>.

10. E-tendering Instructions to Bidders

General

The Special Instructions (for e-Tendering) supplement 'Instruction to Bidders', as given in this Tender Document. **Submission of Online Bids is mandatory for this Tender.**

E-Tendering is a new methodology for conducting Public Procurement in a transparent and secured manner. Suppliers/ Vendors will be the biggest beneficiaries of this new system of procurement. For conducting electronic tendering, Institute has decided to use the Portal (<http://www.eprocure.gov.in>) through Central Public Procurement Portal, Government of India. Benefits to Suppliers are outlined on the Home-page of the portal.

Instructions

Broad outline of activities from Bidders prospective:

- i. Procure a Digital Signing Certificate (DSC)
- ii. Register on Central Public Procurement Portal (CPPP)
- iii. Create Users and assign roles on CPPP
- iv. View Notice Inviting Tender (NIT) on CPPP
- v. Download Official Copy of Tender Documents from CPPP
- vi. Bid-Submission on CPPP
 - a) Please take care to scan documents that total size of documents to be uploaded remains minimum. If required, documents may be scanned at lower resolutions say at 150 dpi. However it shall be sole responsibility of bidder that the uploaded documents remain legible.
 - b) Utmost care may be taken to name the files/documents to be uploaded on CPPP. There should be no special character or space in the name of file. Only underscores are allowed. The illustrative examples are given below:-

File name	Allowed or not allowed in CPPP	Reason for allowed / not allowed
QA Certificate	not allowed	Space in between words / characters not allowed
QA Certificate(1)	not allowed	Special characters not allowed
QA Certificate	allowed	Under score allowed between words / characters
QA Certificate	allowed	Upper & lower cases allowed

- c) It is advised that **all the documents to be submitted are kept scanned or converted to PDF format in a separate folder on your computer before starting online submission.** BOQ may be downloaded and rates may be filled appropriately. This file may also be saved in a secret folder on your computer. The names & total size documents (Preferably below 50 MB) may be checked.
- d) In addition to on time submission, submission of offline documents as per clause "Offline Submission" in a sealed envelope to **S. O. & I/C Estate Section, NIT Durgapur** on or before due date & time.
- e) Attend Public Online Tender Opening Event (TOE) on CPPP : Opening of Techno-commercial Part
- f) Attend Public Online Tender Opening Event (TOE) on CPPP: Opening of Financial-Part (Only for Technical Responsive Bidders)
- g) View Post-TOE reports posted by Institute on CPPP.

For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the CPPP.

Digital Certificates

For integrity of data and its authenticity/ non-repudiation of electronic records, and be compliant with IT Act 2000, **it is necessary for each user/contractor to have a Digital Certificate (DC).** Also referred to as Digital Signature Certificate (DSC), of Class 2 or above, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

Registration

To use the Central Public Procurement Portal (<https://www.eprocure.gov.in>). Vendor/Contractor need to register on the portal. The vendor should visit the home-page of the portal (<http://www.eprocure.gov.in>) and go to the e-procure link then select **Bidders Manual Kit**. Note: Please contact NIC Helpdesk (as given below), to get your registration accepted / activated:

NIC Helpdesk	
Telephone	1800-233-7315
E-mail ID	cphp-nic@nic.in [Please mark CC: support-nic@nic.in]
NIT Durgapur	
Contact Person	Sh. A. K. Bhagat, Security Officer & I/C Estate Section
Telephone	+91 94347 88170
E-mail ID	estatehelpdesk@admin.nitdgp.ac.in

Method for submission of bid documents.

In this tender the bidder has to participate in e-tender online. Some documents are to be submitted physically offline.

Offline submission

The bidder shall submit the following documents offline in Physical to **Estate Section, NIT Durgapur** on or before the date & time of submission of bids specified in NIT, in a sealed Envelope. The envelope shall bear (the tender name), the tender number and the words 'DO NOT OPEN BEFORE' (due date & time).

- i.** Original Demand Draft (DD)– drawn in favor of NIT Durgapur, payable at Durgapur, issued by any scheduled bank towards the payment of total **Bid Security/EMD** as per NIT through a single Demand Draft which to be deposited on or before of bid submission date. NSIC registered MSME bidders who want to claim the EMD exemption need to submit the attested copy of the latest and valid MSE certificate related to furniture manufacturing and / or repairing in place of the DD of the EMD.

- ii.** Power of Attorney/Resolution of Board of Directors, authorizing an individual with whose DSC the tender is submitted on e-tendering portal (if and as applicable). In case it is not applicable a letter on the letter head of the firm addressed to the Registrar, NIT Durgapur stating that *the Power of Attorney is not applicable because the tender is submit on e-tendering portal with the DSC of Shri.....who is the sole-proprietor/partner of the firm.*

Note: The Bidder has to upload the Scanned copy of all above said documents during Online Bid-submission also.

Online submission:

List of Documents to be uploaded in the 'Technical Bid Folder' on e-tendering portal:

1. Scanned copy of the duly filled, signed, and stamped Bid Form.
2. Scanned copy of the duly filled, signed, and stamped Tenderer's Profile.
3. Scanned Copy of a single Demand Draft of requisite value for the Bid Security/EMD as per Notice Inviting Tender (NIT). NSIC Registered MSME bidders who wants to claim the EMD exemption need to submit the Scanned copy of Latest and valid MSME Certificate in place of the DD of the EMD.
4. Scanned Copy of experience Certificate as per NIT.
5. Proof of Turnover of the company as per NIT
6. Scanned copy of the GST Registration Certificate.
7. Trade License.
8. Digitally signed Tender document without any alteration.
9. PAN
10. AADHAAR
11. Income Tax for last three financial years.
12. Own workshop in and around Durgapur.
13. List of clients.
14. Undertaking that they are no barred from any organisation.
15. GST Registration.

List of Documents to be uploaded in the 'Financial Bid Folder' on e-tendering portal

Downloaded BOQ duly filled.

Note:

- (i) If some document is not applicable for the bidder then he has to upload scanned copy of paper mentioning „The document <name> called vide clause ____ is not applicable on us.
- (ii) If document asked for contains more than one page then all those pages may be uploaded in one PDF file.

Price Schedule /Schedule of Quoting Rates

Utmost care may kindly be taken to upload price schedule / Schedule of Quoting Rates. Any change in the format of Price Schedule / Schedule of Quoting Rates file shall render it unfit for bidding. Following steps may be followed-

- i. Download BOQ.
- ii. Fill rates in downloaded BOQ.
- iii. Save filled copy of downloaded price schedule / Schedule of Quoting Rates file in your computer and remember its name & location for uploading correct file (duly filled in) when required.

For further instructions, the vendor should visit the home-page of the portal (www.eprocure.gov.in), and go to the **Bidders Manual Kit**. The compatible support software (PDF Converter, Java, etc) for online bid submission may be downloaded from CPPP Portal or anywhere else.

The help information provided through 'CPPP User-Guidance Center' is available in three categories

- Users intending to Register / First-Time Users, Logged-in users of Buyer organizations, and Logged-in users of Supplier organizations. Various links are provided under each of the three categories.

Important Note: It is strongly recommended that all authorized users of Supplier organizations should thoroughly peruse the information provided under the relevant links, and take appropriate action. This will prevent hiccups, and minimize teething problems during the use of CPPP.

Note: The special instructions to contractors/Bidders for e-submission of bids online through www.eprocure.gov.in can be accessed by following link

<https://eprocure.gov.in/eprocure/app?page=HelpForContractors&service=page>

which are mentioned below for ready reference-

- i. Bidder should do the registration in the tender site <http://eprocure.gov.in> using the option available. Then the Digital Signature registration has to be done with the e-token, after logging into the site. The e-token may be obtained from one of the authorized Certifying Authorities such as NIC Certifying Authority(NICCA)/MTNL/SIFY/TCS / nCode/eMudhra.
- ii. Bidder then login to the site thro" giving user id / password chosen during registration.
- iii. The e-token that is registered should be used by the bidder and should not be misused by others.
- iv. The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under **My Documents** option and these can be selected as per tender requirements and then send along with bid documents during bid submission.
- v. After downloading/getting the tender schedules, the Bidder should go thro" them carefully and then submit the documents as asked, otherwise, the bid will be rejected.
- vi. If there are any clarifications, this may be obtained online thro" the tender site, or thro" the contact details. Bidder should take into account of the corrigendum published before submitting the bids online.
- vii. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender schedule and they should be in PDF/xls/rar/dwf formats. If there is more than one document, they can be clubbed together.

- viii. Bidder should get ready the EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date & time for the tender.
- ix. The bidder reads the terms & conditions and accepts the same to proceed further to submit the bids.
- x. The bidder has to submit the tender document online well in advance before the prescribed time to avoid any delay or problem during the submission process.
- xi. After the bid submission, the acknowledgement number, given by the e-tendering system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender.
- xii. The details of the Earnest Money Deposit(EMD)/Cost of Tender document submitted physically to the Dept and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected.
- xiii. The **Tender Inviting Authority (TIA)** will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders.
- xiv. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected
- xv. The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
- xvi. All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening. Overall, the submitted tender documents become readable only after the tender opening by the authorized individual.
- xvii. The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used. Data storage encryption of sensitive fields is done.
- xviii. The bidders are requested to submit the bids through online e-tendering system to the TIA well before the bid submission end date & time **(as per Server System Clock)**.
- xix. **The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) option in the browser.**

Key Instructions for Bidders

The following **‘FOUR KEY INSTRUCTIONS for BIDDERS’** must be assiduously adhered to

- i. Obtain individual Digital Signing Certificate (DSC or DC) well in advance of your first tender submission deadline on CPPP.
- ii. Register your organization on CPPP well in advance of your first tender submission deadline on CPPP.
- iii. Get your organization’s concerned executives trained on CPPP using online training module well in advance of your tender submission deadline on CPPP.
- iv. Submit your bids well in advance of tender submission deadline on CPPP . as there could be last minute problems due to internet timeout, breakdown, etc.

(NITD should not be responsible any problem arising out of internet connectivity issues).

While the first three instructions mentioned above are especially relevant to first-time users of CPPP, the fourth instruction is relevant at all times.

11. Terms and Conditions:

- i. Rates shall be quoted for each item separately in the format prescribed in the Annexure-I.
- ii. The Firm shall carry all the repair work keeping the ambience / symmetry of the surrounding. Any deviation shall amount to loss of government property and the Firm shall be liable to pay damages as per calculation of the NITD Authority.
- iii. During pre-bid meeting vendor may inspect the items for their observation before quoting the price. No condition / request will be entertain thereafter in this regard.
- iv. No Advance payment will be made in any case. The approved contractor shall submit the bills along with the user's report for processing of payment.
- v. The work shall be carried out on phase manner and payment for the same will processed accordingly. Entire repair job to be undertaken as is where is basis.
- vi. NITD has the right to forfeit the security deposit in full or in part in event of failure on the part of contractor to fulfill the terms and conditions.
- vii. The contract can be terminated at any time without assigning any reason, if the work of the firm is found unsatisfactory. In this connection, the decision of the NITD Authority will be final and binding on the firm.
- viii. The Successful bidder will have to deposit a Performance Security Deposit @ 10% of estimated cost in the form of Bank Guarantee from any Nationalized Bank and shall be valid beyond 90 days after the expiry of contract. If any disputes arise in respect of repairing job within six months from the date of repair, firm has to repair the same again and no cost for the same will be processed. If no response is received at their end in this regard, NITD has the right to repair the same from local vendor and cost of the same will be deducted from security deposit / bank guarantee.
- ix. The Bids / tenders of the Firm which are found to have quoted fake / unreasonable rates in any of the terms, shall summarily be rejected . Then decision of the NITD Authority in this regard shall be final and binding on the firm
- x. Forfeiture of EMD : The bid security may be forfeited :
 - a. If the bidder withdraws his bid during the period of bid validity specified by the bidder in the Bid form; or
 - b. In the case of successful bidder if the bidder:
 - i) Fails to sign the contract,
 - ii) Fails or refuses to honour his own quoted price for the work at specified premises.
- x) The contract between the NIT Durgapur and the contractor can be cancelled by the contractor by giving prior notice of at least 90 days . NITD reserves the right to terminate the contract at any time or stage during the period of contract, by giving seven days' notice in writing without assigning any reason and without incurring any financial liability whatsoever.

12. ARBITRATION

In the event of any question, dispute or difference arising under the agreement or in connection there with (except as to the matters, the decision to which is specifically provided under this agreement), the same shall be referred to sole arbitration of Director NIT Durgapur or any other person appointed by him. In case his designation is changed or his office is abolished then in such case to the sole arbitration of the officer for the time being entrusted. In the event of such Arbitrator to whom the matter is originally referred to vacates his office on resignation or otherwise or refuses to do work or neglecting his work or being unable to act as Arbitrator for any reasons whatsoever, the Director NIT Durgapur shall appoint another person to act as Arbitrator in the place of outgoing Arbitrator and the person so appointed shall be entitled to proceed further with the reference from the stage at which it was left by the predecessor and that the award of the arbitrator shall be final and binding on both the parties. Contractor will have no objection in any such appointment that arbitrator so appointed is an employee of NITD or a Government Servant or that he has to deal with the matter to which the agreement relates or that in the course of his duties as a NITD employee he has expressed his views on all or any of the matters in dispute. The adjudication of such Arbitrator shall be governed by the provisions of the Arbitration and Conciliation Act 1996, or any statutory modification or re-enactment there of or any rules made thereof.

The venue of Arbitration proceeding shall be within the Jurisdiction of Durgapur Court Only.

The arbitrator may from time to time with the consent of both the parties enlarge the time frame for making and publishing the award. Subject to aforesaid arbitration and conciliation Act, 1996 and the rules made there under, any modification thereof for the time being in force shall be deemed to apply to the arbitration proceeding under this clause.

13. Bidders/Agency who are having near relative(s) employed in the NIT Durgapur are not allowed to participate in the tender. The Agency should give a certificate as given in **Annexure-II** that none of his/her near relative is working in NIT Durgapur. In case of proprietorship firm certificate will be given by the proprietor. For partnership firm certificate will be given by all the partners and in case of limited company by all the directors of the company. Due to any breach of these conditions by the company or firm or any other person the contract will be cancelled and Security deposit will be forfeited at any stage whenever it is noticed and NITD will not pay any damage to the company or firm or the concerned person. The company or firm or the person will also be debarred for further participation in any contract/tender of NITD.

The near relatives for this purpose are defined as :

- I. Member of a Hindu undivided family,
- II. They are husband and wife
- III. The one is related to the other in the manner as father, mother, son(s) and Son's wife (daughter in law), Daughter(s) and daughter's husband (son in law), brother(s) and brother's wife, sister(s) and sister's husband (brother in law).

Registrar, NIT Durgapur

CHECK LIST

Sl. No.	Documents	Yes/No & Page No.
i.	EMD :Rs. 10,000 (Rupees Ten Thousand Only)	
ii.	Duly filled, signed, and stamped Bid Form	
iii.	Tenderer's Profile.	
iv.	Experience Certificate as per NIT.	
v.	Proof of Turnover of the company as per NIT.	
vi.	GST Registration Certificate.	
vii.	Trade License.	
viii.	PAN	
ix.	AADHAAR	
x.	Income Tax for last three financial years.	
xi.	Own workshop in and around Durgapur.	
xii.	List of clients.	
xiii.	Credentials of two similar work up to 3 times of estimated value in last three financial years.	
xiv.	GST Registration.	
xv.	Undertaking that they are no barred from any organization.	

Date:

Place:

Yours faithfully,

(Signature of the Authorized Person)

Name:

Designation:

Business Address:

Seal:

BIDDER'S DETAILS

Name & Address of contractor :

Owner's Name :

Pan No :

GST No. :

Contact No. :

Residential Address :

Banker's Name & Address :

Experience (in years) :

List of major Clients (Enclose Copy) :

Performance Reports . If any :

EMD details :

Any other information /documents,
Which may held in assessing tender
Capabilities for award of contract

BIDDERS SIGNATURE / OFFICIAL SEAL/STAMP

Annexure-1

List of Items

Sl. No.	Items Name	Type of Repair / Replacement	Quantity (Approx.)
1	Wooden Chair with Cushion	Leg, Arm, Seat, Gala Kusum Polish, Back Rest, Seat Cushion & others as required.	
2	Wooden Chair without Cushion	Leg, Arm, Seat, Gala Kusum Polish, Back Rest & others as required.	
3	Steel Chair without Cushion	Leg. Arm, Wheel, Seat, Denting Painting, Backrest & others as required.	
4	Steel Chair with Cushion	Leg. Arm, Wheel, Seat, Denting Painting, Seat Cushion, Back Cushion & others as required.	
5	Cane Chair	Gala Kusum Polish & others as required.	
6	Wooden Drawing Table (Small)	Change of Top Cover, Lamination, Wheel Leg Frame, Gala Kusum Polish, Leg Stand, Drawer, Lock and others as required.	
7	Wooden Drawing Table (Big)	Change of Top Cover, Lamination, Wheel Leg Frame, Gala Kusum Polish, Leg Stand, Drawer, Lock and others as required.	
8	Wooden Table	Change of Top Cover, Lamination, Wheel, Leg Frame, Gala Kusum Polish, Leg Stand, Drawer, Lock and others as required.	
9	Steel Table	Top sheet change (wooden / steel / ply), lamination, legs, drawer, lock, denting painting and others as required.	
10	Wooden Stool	Leg, Seat, Gala Kusum Polish Polish, Cushion and others as required.	
11	Steel Stool	Leg, Seat, Denting Painting, Hydraulic adjustment system, cushion and others as required.	
12	Wooden Almirah	Leg, Door, Gala Kusum Polish, Denting Painting, Lock & Key, Glass replacement and others as required.	
13	Steel Almirah (Small)	Lock & Key, Denting Painting, Hanger Rod, Rack adjustment, Glass replacement and others as required.	

14	Steel Almirah (Big)	Lock & key, Denting, Painting, Hanger Rod, Rack Adjustment, Glass Replacement and others as required.	
15	Revolving Chair (High / Low)	Wheel, Handle, Legs, Back Cushion, Seat Cushion, Denting Painting. Hydraylic adjustment system, hand rest, handle (steel/ moulded) and others as required.	
16	Wooden Sofa	Seat Cover, Cushion, Hand rest, Back rest, Back cushion, Spring, Foam change, Gala Kusum Polish and others as required.	
17	Iron Cot	Folding legs including cross support of appropriate dimension by new legs of MS angle including priming and painting of new legs, Repair of back rest of steel folding cots, Repair and straightening of main frame (bed), Fitment of existing serviceable legs (of steel folding cots) with rivets / bolts & nuts, Scraping & painting with 1 st quality height glossy paint (2 cots) by spray painting, Replacement of metal MS top sheet for bed and others as required.	
18	Notice Board	Gala Kusum Polish, Gala Change and others as required.	
19	Door (wooden / steel)	Lock & Key, Painting, Gala Kusum Polish and others as required.	
20	Rack (Steel)	Denting Painting, Lock & key and others as required.	
21	Computer Table (wooden)	Key Board shelf, Leg, Drawer, Lock & Key, Gala Kusum Polish, Cupboard and others as required.	
22	Computer Table (steel)	Key board shelf, Leg, Drawer, Lock & Key, Denting Painting and others as required.	
23	Steel File Cabinet	Denting Painting, Lock & Key, Drawer, Handle and others as required.	
24	Visitor Chair (wooden / steel)	Legs, arms, Coaster wheel, armrest defect, seat cushion, denting, painting and others as required.	
25	Secretariat Table (Half)	Legs, Top Cover, Denting Painting, Lamination / Rexene, Drawer, Lock & Key, Leg protection and others as required.	
26	Secretariat Table (Full)	Legs, Top Cover, Denting Painting, Lamination / Rexene, Drawer, Lock & Key, Leg protection and others as required.	
27	Lab Chair (wooden & steel)	Seat cover / cushion, stools, shelves, denting painting, gala kusum polish and others as required.	
28	Study Table (steel)	Legs, Top Cover, Denting Painting, Drawer, Lock & Key and others as required.	
29	Study Table (wooden)	Legs, Top Cover, Drawer, Lock & Key, Gala Kusum Polish and others as required.	

30	Wooden Bench (High)	Legs, Adjustment, Top cover, Gala Kusum Polish and others as required.	
31	Wooden Bench (Low)	Legs, Adjustment, Top cover, Gala Kusum Polish and others as required.	
32	Hospital Bed (Steel)	Leg, Side Rod, Top Change (steel), cushion, denting painting and other as required.	
33	Side Table (Steel)	Leg, Top Change (steel), Doors, Lock & Key, Handle, Denting Painting and others as required.	
34	Stretcher Trolley	Denting Painting, Top Change and others as required.	
35	Curtain Rods	Denting Painting, Replacement with accessories.	
36	Vertical Blinds	Repair with accessories.	
37	Vertical Blinds	New Installation	
38	Book Trolley (Steel)	Denting Painting, Leg and others as required.	
39	Display Rack (wooden)	Gala Kusum Polish and others as required.	
40	Folding Racks (Steel)	Leg, Denting Painting and others as required.	
41	Cupboard (wooden)	Change of Top Cover, Lamination, Wheel, Leg Frame, Gala Kusum Polish, Leg Stand, Drawer, Lock and others as required.	
42	Chest Drawer (steel)	Leg, Denting Painting, lock and others as required.	
43	Lab Desk (wooden)	Change of Top Cover, Lamination, Wheel, Leg Frame, Gala Kusum Polish, Leg Stand, Drawer, Lock and others as required.	
44	Storage Unit (steel)	Leg, Denting Painting, shelves, drawers, lock and others as required.	
45	Steel Container	Leg, Denting Painting and others as required.	
46	Cylinder Rack (steel)	Denting Painting and others as required.	
47	Instrument Cabinet (glass made)	Repair / Replacement with new galls and others as required.	
48	Regent Rack	Leg, Denting Painting and others as required.	

Note:

1. In case of replacement, items must be identical or approved by the competent authority.
2. Authorized representative may visit and check the quality of work and items.
3. Quantity of items may vary. Payment will be made on actual basis after receiving of completion certificate form end user.
4. Successful bidder will be selected for each item individually on the basis of lowest rate quoted against each item (items wise BOQ).
5. Types of jobs required mentioned against each item may be one or all as is where is basis. Bidders are to quote their rate items basis as per BOQ. No manual or conditional bid is acceptable.

ANNEXURE-II

CERTIFICATE

I _____ Son of
_____ Residence of

hereby certify that none of my relative(s) as defined in the tender document is/are employed in NIT Durgapur as per details given in tender document. In case at any stage, it is found that the information given by me is false/incorrect, NIT Durgapur shall have the absolute right to take any action as deemed fit/without any prior intimation to me.

Signed.....

Name(Caps)

Position.....

Date.....