



INDIRA GANDHI NATIONAL TRIBAL UNIVERSITY

इन्दिरा गाँधी राष्ट्रीय जनजातीय विश्वविद्यालय

AMARKANTAK (M.P.), अमरकंटक (म.प्र.)

(A National University established by an Act of Parliament)

(संसद के अधिनियम के आधीन स्थापित राष्ट्रीय विश्वविद्यालय)

Ref.No. IGNTU/ P/2016/24

Date: 09.02.2016

SHORT TERM LIMITED TENDER NOTICE

Subject : Short Term Limited Tender Notice for Supply of Study Table & Chairs for Sitting of Students residing in Hostel

Indira Gandhi National Tribal University, Amarkantak is inviting Quotation in sealed envelope for supply, fitting and successful installation of Equipments as per the following particulars.

Please quote your competitive rates for items as mentioned below with complete specification, details , warranty etc. so as to reach to the Office of Registrar, Indira Gandhi National Tribal University, Lalpur, Amarkantak-484887 (M.P.) on or before 29th Feb.2016 at 3 .00 PM through Registered Post /Speed Post .

Sl. No.	Particulars	Quantity Required (approx.)
1	TABLE Specification : Size 72" x36"x 30' made of 25mm post form top 6mm lamination on PDF board 2 mm. Hot pressed Machine made beading on all under structure of 18mm particle board. PVC Shoe for avoiding rust and water from floor for sitting of 4 students on each table (2 on each side).	10 (Ten)
2	TABLE Specification : Size 72" x36"x 30" made of 25mm post form top 6mm lamination on PDF board 2 mm. Hot pressed Machine made beading on all under structure of 18mm particle board. PVC Shoe for avoiding rust and water from floor. Side drawer on one side of the table with 3 nos. of drawer (with best quality lock & key) of size not less than 1.5 ft. width upto the height of 26 " with prelaminated board of same description as mentioned above	10 (Ten)
3	Polyurethane Cushioned Chair for Students sitting Specification: 14 Gauge CRC Pipe, Black colour Coated Paints. Blue Colour on Sitting & Back .12 Gauge CRC Strip in Seat Support. Polyurethane cushioned 60mm thick foam in seat back of 40mm density with BIS Mark of best quality. Best Quality PU arm of 50mm width 12 mm hot pressed ply used in seat & back. PVC Nylon beading & PVC Shoe provided.	80 (Eighty)

General Terms & Conditions

- The Tender must be submitted in a **sealed envelopes giving complete Technical details with EMD and other the Price Bid**. The Technical offer should include all details on specifications asked for as mentioned above. In technical Bid the details of specification, quality, manufacturing details, capabilities, previous supply commitments and other specifications should be given with the suppliers' credentials and second one should contain Price Bid only.
- The Envelope should be duly sealed and should be duly super scribed. The Cost of the Tender form is **Rs.500/- (Five hundred only)** which is to be deposited in the shape of DD only (**non- refundable**) and submitted along with the Technical BID proforma duly filled. The DD should be made in the same manner that is of EMD Deposit.
- The quantity mentioned above is indicative and may increase or decrease at the time of placing Supply order.
- The bidder must submit an EMD of **Rs.25,000/- (Twenty five thousand only)** only in form of Demand Draft from any nationalized bank in favour of "Indira Gandhi National Tribal University, payable at Central Bank of India. Amarkantak (IFSC CodeCBIN0284695) or State Bank of India. Amarkantak (IFSC code SBI0004674). **Without EMD the tender will be rejected.**
- Payment will be released after successful supply, fitting and successful installation of furniture. No advance or partial payment request will be entertained.
- Taxes as per norms of Govt. of India.
- The rate should be quoted on F.O.R. University Campus, Lalpur, Amarkantak basis.
- No packing/forwarding charges will be paid extra.
- Unsealed quotations will be rejected summarily and quotations must reach on or before the due date.

Registrar



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TECHNICAL BID

Section 1: Organisation Details and General Information :

1. Name of Company/ Organization/

Dealership Firm :

2. Street Address :

3. P.O. Box and Mailing Address :

Postal Code : City :

Country :

4. Tel. : 5. Fax :

6. Email : 7. Address :

8. Type of Business (Tick only)

Corporate/Limited : Partnership : Other (Specify) :

9. Nature of Business :

Manufacturer : Authorised Dealer : Trader :

Consulting Company : Other (Specify) :

If you mark "Authorized Agent" or "Trader", please provide proof or certificate(s) from your manufacturer(s) that you are authorized to offer their products. Valid Dealership Certificate must be enclosed .(without this certificate the tender will not be considered)

10. Year of Establishment

11. Other Information

(a) License No./ Regn. Details/Country
where registered (Attach proof)

(b) PAN No. (attach photocopy of PAN Card)

(b) CST No. (attach proof of regn. no)

VAT No.(attach proof of regn.no.)

Section 2: Financial Information (Please attach a certified copy of recent balance sheet)

12. Annual Value of Total Sales for the last 3 years :

Year : Rs. Year : Rs.
Year : Rs.

13. Annual Value of Export Sales for the last 3 years :

Year : Rs. Year : Rs.
Year : Rs.

14. Bank Name :

Address :
.....
.....

IFSC Code :

15. Bank Account Number :

16. Please attach a listing of reference sources for equipment supplied by your firm within the last 12 months. (*Please also indicate fax numbers and contact person for your reference sources.*)

SECTION-3 : Technical Capability and other relevant Information:

17. (a) The Technical offer should include all details on specifications asked for as mentioned in tender notice. In technical Bid the details of specification, quality, manufacturing details, capabilities, previous supply commitments and other specifications should be given with the suppliers' credentials and Second one should contain Price Bid only.

(b) Vendor must be a registered corporate entity in India. In case of companies incorporated outside India, they should mention an authorized service entity who would provide post purchase services on behalf of its principal. Vendor should be a registered or Authorized dealer on behalf of such manufacturer having at least 5 years experience in similar business. (Please attach copy of the same). Dealer has to enclose authorized Dealer ship certificate of the manufacturing company.

Vendor should be an ISO 9001 and ISO 14001 company (Please enclose copy of relevant certifications).

Audited Balance sheet and Profit and Loss account (amount in Rupees) for last three years should be submitted.

(c) **SPECIFICATIONS** are basic essence of the product. It must be ensured that the offers are strictly as per our specifications. At the same time it must also be kept in mind that merely copying our specifications in their quotation shall not make firms eligible for consideration.

A quotation has to be supported with the printed technical leaflet/literature (wherever applicable and available like in case of scientific items, and the specifications mentioned in the quotation must be reflected/ supported by such printed technical leaflet/literature model quoted/tendered specifications should invariably be highlighted in the leaflet/literature for easy reference.

18 Detail of EMD : Amount :

DD No. : Bank Details :
.....

19 Do the Goods being supplied by you confirm the National/International Standards?

Yes : No

20 Quote your Rate offered in the Financial BID proforma (Separately given) for each department in separate envelops.

Section 4: Experience

21 Recent supplies with the Government Organization :

Organisation	Value	Year	Equipments Supplied	Destination
_____	Rs. _____	_____	_____	_____
_____	Rs. _____	_____	_____	_____
_____	Rs. _____	_____	_____	_____
_____	Rs. _____	_____	_____	_____
_____	Rs. _____	_____	_____	_____

Section 5: Other

22 Please list any current legal disputes in which your company may be involved.

23 List any national or International Trade or Professional Organizations of which your Company is a Member.

24 Certification:

I, the undersigned, warrant that the information provided in this form is correct, and in the event of any changes in any information given the details will be provided as soon as possible.

Date : _____

Authorized Signatory with Seal

25 List of attachments

1.

2.



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Discount if any _____

Taxes if any _____

Net Amount _____

In words (Rupees _____)

Note : The Rates must be quoted FOR Univ. Campus, Lalpur, Amarkantak

Date :

Full Signature with Seal of the Tenderer

Note : Without EMD, Cutting , Overwriting , use of fluid on financial bid is liable for rejection of tender..