



Indira Gandhi National Tribal University

(A Central University established by an Act of Parliament)

Mekal Sadan, Kapildhara Road,

Amarkantak – 484 886 (M.P.)

Ref. No. : IGNTU/2014/PUR/

Date :

Tender Form for Supply of Cots and Study Tables

Section 1: Company Details and General Information :

1. Name of Company :
2. Street Address :
3. P.O. Box and Mailing Address :

Postal Code : City :

Country :

4. Tel. : 5. Fax :
6. Email : 7. WWW Address :

8. Type of Business (Tick only)

Corporate/Limited : Partnership : Other (Specify) :

9. Nature of Business :

Manufacturer : Authorised Agent : 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 to the United nations.

10. Year Established
11. License No./Country where registered

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 services rendered 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 Information on Goods/Services Offered:

17. Quality Assurance Certification (e.f. ISO 9000 or Equivalent) (Please provide a Copy of your latest Certificate) :
18. Detail of EMD : Amount : Rs. 200,000/- (Rupees Two Lacs) only
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 proforma given below :**

Authorized agents and Traders must submit proof or certificate(s) from manufacturers that they are authorized to offer the products listed(s) which are not accompanied by proof or certificate(s) from manufacturers will not be recorded in our supplier database.

Sl.No.	Particulars	Estimated Quantity in No's	Quote Unit Price excluding tax Rs.	Tax applicable	Unit price including Tax
1.	Cots (Detail specification as per Annexure-I)	1300			
2.	Study Table (Detail specification as per Annexure-I)	1500			

Section 4: Experience

21. Recent Contracts with the Government Organization :

Organisation	Value	Year	Goods/ Services 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 changes details will be provided as soon as possible.

Date : _____

Authorized Signatory with Seal

25. List of attachments

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

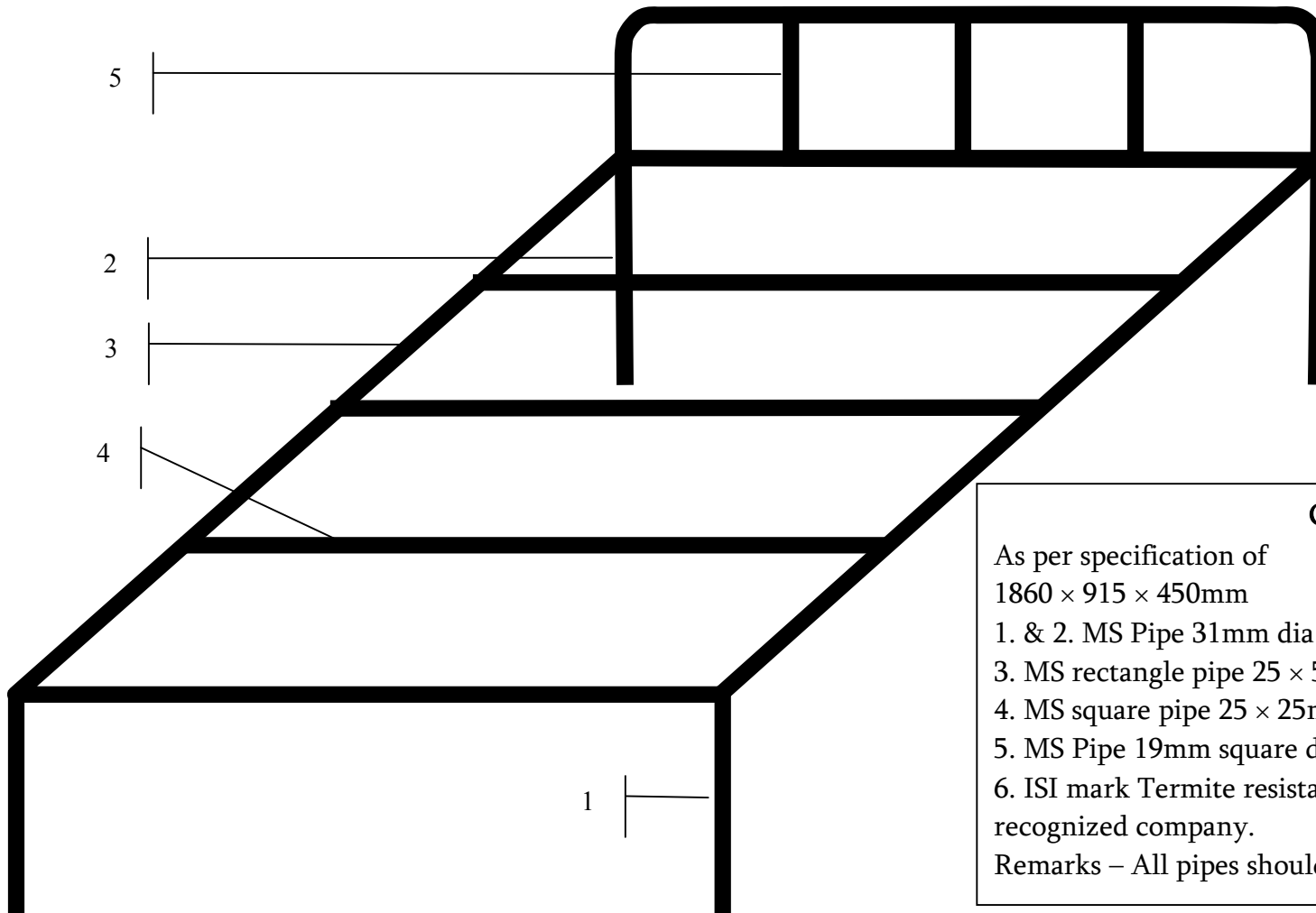
General Terms & Conditions of the Tender

1. The sealed quotation shall be supers cribbed with “**Supply of Cots and Study Tables**”
2. Technical brochure/leaflet/catalogue etc. of the quoted items shall be submitted along with the quotation.
3. **Discount, if any:**
Special concession/discount applicable for Educational Institutions, if any, must be clearly mentioned at the time of submission of quotation.
4. **If the item is under DGS&D rate contract, the quoted price should not be more than the DGS&D rate.**
5. The rate should be quoted on F.O.R. University Campus, Lalpur, Amarkantak (M.P.) basis. No packing/forwarding charges will be paid extra.
6. The article must be delivered without any extra cost at the University and will also have to be installed free of cost.
7. **Validity of rate :** The quoted rate should be valid for a minimum period of 1 year.
8. **Delivery period :** The article is to be delivered & installed within 30 days from the issue of Purchased Order.
9. **Liquidated Damages :** Any delay in supplying the article from the stipulated date of delivery, will attract LD. Liquidated Damage will be applicable at the rate of 0.5% per week and limited to maximum 10% of total value of the Work Order. The authority reserves the right to cancel the purchase order when LD accumulates to 10% or more.
10. **EMD :** The bidder shall submit the EMD of Rs. 200,000/- (Rupees Two Lacs only) in shape of Demand Draft from Central Bank of India/State Bank of India drawn in favour of IGNTU, Amarkantak, which will be refunded to the successful bidders without any interest after six months from the successful completion and installation of the work order and EMD of unsuccessful bidder shall be refunded within 15 days from the date of opening of the tender through speed post at their corresponding address.
11. **Experience :** The bidders shall submit their credentials of the previous supply to Government or University/Autonomous Organization etc.

12. **Payment** : 100% payment will be made after supply, installation and physical verification of the ordered quantity of articles at our end in good condition. No advance or partial payment request will be entertained.
13. The bidders shall quoted all Govt. Taxes separately in the quotation/invoices.
14. Sealed envelopes accompanied with prescribed form should be addressed to the Registrar, Indira Gandhi National Tribal University, Amarkantak (M.P.) and should reach on or before 1500 hrs, 22.07.2014 through Speed post/Registered post/ Courier Service /In hand.
15. Received bids will be opened on 22.07.2014, 1600 hrs at the above address in the presence of intended bidders or their representative.
16. Unsealed quotations/Quotation without EMD will be summarily rejected. University will not responsible for any Postal/Transit delay.
17. The bidders shall submit the copy of the valid PAN No. along with the quotation.
18. The quality as specified is only acceptable. The quantity of materials may be increase or decrease as per requirement.
19. The applicable TDS will be deducted at the time of payment of bills and TDS certificate shall be issued to the successful bidder as per rule.
20. University reserves the right to accept or reject any quotation without assigning any reason thereof.

Registrar

Annexure – '1'



Cot

As per specification of
1860 × 915 × 450mm

1. & 2. MS Pipe 31mm dia (18 gauge)
3. MS rectangle pipe 25 × 50 mm thick (18 gauge).
4. MS square pipe 25 × 25mm thick (18 gauge).
5. MS Pipe 19mm square dia (18 gauge)
6. ISI mark Termite resistant ply 18mm thick of recognized company.

Remarks – All pipes should be 18 gauge

Annexure – 'II'

