



GOVERNMENT OF INDIA: MINISTRY OF FINANCE: INCOME TAX DEPARTMENT
भारत सरकार : वित्त मंत्रालय: आयकर विभाग

DIRECT TAXES REGIONAL TRAINING INSTITUTE: प्रत्यक्ष कर क्षेत्रीय प्रशिक्षण संस्था

110, Shanti Pally E.M. By-Pass Kolkata 700107

110, शान्ति पल्ली. ई. एम. बाईपास, कोलकाता - 700107

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No.DTRTI/Kol./Admin-30 (Part III)/2016-17/2209

Dated: 29.11.2016

TENDER NO. 17 OF 2016-17

LIMITED TENDER FOR INVITING OF BIDS FOR PURCHASE OF FURNITURE & FIXTURES FOR OFFICE AND CAFETERIA

On behalf of the President of India Sealed "Two Bid Tenders" [Technical and Financial Bid] are invited by the Additional Director General (RTI), Direct Taxes Regional Training Institute, Kolkata (hereinafter referred to as 'User') for **supply and installation of Furniture & Fixtures** at DIRECT TAXES REGIONAL TRAINING INSTITUTE, 110, SHANTIPALLY, EM BYPASS, KOLKATA-400107. **Original Manufacturers of Furniture** with experience, fulfilling the terms & conditions as mentioned in the Tender Document and capable of supplying and installing the furniture & fixture **as specified in Annexure -I to this document** may submit their Tenders with the requisite documents such as Earnest Money Deposit, Service Tax Registration Certificate etc. as mentioned in the Tender Document.

1. The Bidders may obtain the 'Tender Document' from Additional Assistant Director (Trg.)-3, O/o Director of Income Tax, DTRTI, Kolkata on all working days from **29.11.2016 to 08.12.2016 between 11.00 am to 5.00 pm** on payment of Rs.500/- (Rupees Five Hundred only) by crossed demand draft of any Commercial Bank drawn in favour of **Zonal Accounts Officer, CBDT, Kolkata** payable at Kolkata. The Tender Document can also be downloaded from the website www.incometaxindia.gov.in. In either case, the cost of the Tender Document shall be paid separately and enclosed along with the Tender.

2. **Last date to submit Tender is 19.12.2016. Tender will be opened on 19.12.2016 at 3.00 pm.** If due to any exigency, the due date for opening of the Tender is declared a closed holiday, the Tender will be opened on the next working day at the same time.

3. Earnest Money Deposit (EMD) for amount of Rs. 25,000/- (Rupees Twenty Five Thousand only) is required to be submitted by the Bidders along with the Tender in addition to the cost of Tender Document. The EMD may be submitted in the form of a Crossed Demand Draft of any of the Commercial Bank drawn in favour of the **Zonal Accounts Officer, CBDT, Kolkata.**

4. Both the Technical Bid and the Financial Bid (should include Annexure -I) shall be placed in two separate envelopes and superscribed as "TECHNICAL BID FOR SUPPLY AND INSTALLATION OF FURNITURE & FIXTURE AT DTRTI, KOLKATA" and "FINANCIAL BID FOR SUPPLY AND INSTALLATION OF FURNITURE & FIXTURE AT DTRTI, KOLKATA" and then placed in a separate cover superscribed as "TENDER FOR SUPPLY AND INSTALLATION OF FURNITURE & FIXTURE AT DTRTI, KOLKATA" and sealed. This sealed envelope should also contain requisite EMD and the Tender Document cost (in case the Bid application is downloaded from website). The Bidders shall deposit the Tender document only in the "Sealed Tender Box" placed in Room No.303, DTRTI, Kolkata. Only such Tenders which are found in the said "Sealed Tender Box" shall be considered for evaluation of Bid and award of tender.

5. **Pre-bid conference will be held on 12.12.2016 at 11.00 am** in Room No.322, DTRTI, Kolkata for the bidders satisfying the Terms and Conditions specified in the Technical Bid.

Additional Asstt. Director (Trg.)-3
O/o the Additional Director General (RTI)
DTRTI, Kolkata.

SECTION-I

ELIGIBILITY OF THE BIDDERS

1. The Bidders should be Original Manufacturers of Furniture having with their own manufacturing plant and should be engaged in the sale of Office & Cafeteria Furniture (hereinafter 'Furniture') & Fixtures and capacity to fulfil the terms & conditions as mentioned in the Tender document.
2. The Bidder should have achieved Turnover of at least Rs.50 crores in the sale of Furniture in the financial years 2013-14, 2014-15 and 2015-16 for sale and supply of furniture and it should have in its clientele Central Government and /or State Government and /or PSUs. At least a single order of similar type and volume should have been executed by the Bidder during the Financial Years 2014-15 and 2015-16. Details of orders for supply of Furniture successfully completed during these years should be furnished in the Technical Bid.
3. The Bidder should not be involved in any criminal proceedings and no criminal case should be pending against the bidder. The Bidder should not be debarred or black-listed by any authority earlier.
4. The Bidder should be able to supply and install such Furniture and Fixture that are described in the **Annexure-I** of this bid document at DTRTI, Kolkata Building, **within 45 days** from the date of the order communicating the award of contract.
5. The Bidder is required to submit along with their Tender a sum of Rs.500/- (Rs. Five Hundred Only) towards cost of Tender and a sum of Rs. 25,000 (Rs. Twenty Five Thousand Only) as Bid Security i.e Earnest Money Deposit (EMD) in the form of an Crossed Demand Drafts of any of any Commercial Bank drawn in favour of the **Zonal Accounts Officer, CBDT, Kolkata**. The Tender cost and EMD shall be submitted along with the Technical Bid.
6. The Bidder is required to furnish along with the Technical Bid self-attested copies of following.
 - a. PAN card & Sales Tax/Service Tax/VAT Registration Certificate.
 - b. EPF (Employees Provident Fund) or RPF (Recognized Provident Fund) Registration, ESI Registration, FIRA Certificate, IGBC Certificate.
 - c. Audited Balance Sheet for last 2 years F.Y. 2014-15 & 2015-16 along with copy of acknowledgment of submission of return of income.
 - d. Copy of Memorandum of Association and Articles of Association.

7. The Bidder should have proper quality control, safety and performance standards and should be supported with certifications like ISO 14000:2004, ISO 9001:2008, OHSAS 18001:2007, BIFMA, Indian design mark and SGS certification in respect of the Furniture to be supplied against the items mentioned in Annexure-I of the Tender document.
8. The Bidder should have its own manufacturing plant for manufacture of the Furniture items referred in Annexure-I and in-house Testing Lab as specified under BIFMA.
9. The Bidder should own and use the following machinery.
 - a. Spindle Press
 - b. Membrane Press
 - c. Edge Bending Machine
 - d. CNC Router Machine
 - e. Hot Press Machine
 - f. MIG Welding Machine
 - g. Air Compressor
 - h. Panel Saw
 - i. Beam Saw
 - j. Powder Coating Plant
10. The shade of the Furniture shall be decided by the User after award of the Tender. The period of delay, if any, in communicating the decision of the shades shall be excluded from the time limit of 45 days for supply and installation of the Furniture.

SECTION II

SCOPE OF WORK

1. The Successful Bidder (hereinafter referred to as "Supplier") shall supply all the Furniture & Fixtures as per specifications mentioned in Annexure -I at DTRTI building at 110, Shanti Pally, E M Bypass, Kolkata -700107 and install them at the rooms and areas as identified by the User. The obligation of supplying and installing the furniture & Fixtures shall be complete only when each of the item of furniture & Fixtures is made 'ready to use' at the respective places identified by the user. All charges or expenses required for placing the Furniture & Fixtures at its designated place shall be borne by the Supplier.
2. The Furniture & Fixtures as per Annexure-I shall be supplied and made ready to use by the Supplier within a period of 45 days from the date of receipt of the letter awarding the Tender to the Supplier.
3. The items to be supplied by the supplier should be manufactured by them and should be branded. If there is no such item in Standard Brochures the fixture item shall be as per Specification in Annexure-I. While filling the Tender document, the Bidder is required to submit a document as per Annexure-II to specify the Model No./Name as per their standard brochures, as per specification in case of fixture item and paste a picture of the furniture which it considers to match with the specifications of each item of the Annexure -I.
4. The Supplier should ensure that the items to be supplied against the tender pass through necessary quality control, safety and performance standards and certifications like ISO 14000:2004, ISO 9001:2008, BIFMA, OHSAS 18000:2007 Indian design mark and SGS certification.
5. The User may refuse to take delivery of any item of Furniture & Fixtures which is found defective. The Supplier shall be responsible for replacement of such defective furniture within a period of 10 days from the date of communication of such defect. The decision of the Additional Director General (RTI)), DTRTI, Kolkata shall be final in deciding what constitutes a defect. The User shall not be responsible to bear any kind of expenses to be incurred by the Supplier for replacement of defective items of furniture & Fixtures. Any such expenses shall be borne solely by the Supplier and the same shall not be reimbursed or paid by the User.

6. The Supplier shall be responsible to make good any loss or damage caused to any property whether movable or immovable belonging to the User and/or loss of life or injury caused to any person while carrying out the supply and installation of Furniture & Fixtures at the DTRTI, Kolkata Building, at 110, Shanti Pally, E M Bypass, Kolkata - 700107.

7. The Supplier shall be provided opportunity to inspect the site to identify the rooms and areas where each item of furniture & Fixtures is to be installed. The dates of inspection of the site will be on the date of pre-bid i.e. 12.12.2016.

8. The items of Furniture & Fixtures to be supplied and installed shall be brand new furniture and not second hand furniture. The Supplier will be required to certify this in writing before submission of Bill for supply and installation of Furniture & Fixtures.

SECTION III

INSTRUCTIONS TO THE BIDDERS

1. The Bidders are required to submit the duly filled in Technical Bid, Financial Bid including the Annexure-I which is considered as Part of Financial Bid and Annexure-II along with the respective documents mentioned in the different sections of the Tender Document.
2. Only those Bidders who satisfy the Terms and Conditions of Technical Bid may attend the Pre-bid conference to be held on 12.12.2016 at Room No. 322, DTRTI, Building, 110, Shanti Pally, E M Bypass, Kolkata - 700107, from 11.00 am to 01.30 pm for seeking clarifications on any other matter before submission of quote. The representatives of the bidders shall be allowed to attend the pre -bid conference on production of an authorization letter as referred to in para 10 below.
3. The 'Technical Bid' & 'Financial Bid' shall be placed in two separate envelopes and Superscribed as 'TECHNICAL BID FOR SUPPLY AND INSTALLATION OF FURNITURE & FIXTURE AT DTRTI, KOLKATA' and 'FINANCIAL BID FOR SUPPLY AND INSTALLATION OF FURNITURE & FIXTURE AT DTRTI, KOLKATA' respectively and then placed in a separate cover Superscribed as "TENDER FOR SUPPLY AND INSTALLATION OF FURNITURE & FIXTURE AT DTRTI, KOLKATA" and sealed. The EMD and the cost of application (Even in case it is downloaded from website) should be included in the envelope of Technical Bid. Duly filled in Annexure-I & II shall be submitted in the envelope containing Financial Bid.
4. The 'User' intends to Purchase items as mentioned in Sl. 1 to 14 of the Annexure -I satisfying the specifications mentioned against each such item. The Bidder shall ensure that they mention in Annexure-II, against the respective column of each item of furniture, the exact model of furniture which they intend to supply in respect of such item along with a photograph of such model.
5. The Bidders should ensure that they satisfy all the conditions as are mentioned in all Sections-I to V of the Tender document and in the Annexures-I & II.
6. Bidders should have the capacity to supply and install all the items of Furniture & Fixtures as referred to in Annexure-I of the Bid document and make it ready for use within 45 days from the date of receipt of the letter communicating the award of the Tender. Extension of contracted delivery period will be at the sole discretion of the 'User', with applicability of penalty clause.

7. Incomplete or unsigned bids or conditional bids or bids without all documents are liable to be rejected. Similarly tendering of false/misleading documents or information will cause disqualification of the bidder and consequent rejection of the Bid.
8. Any attempt to influence the officers or employees of DTRTI, Kolkata by the bidders either directly or indirectly shall result in rejection of the Tender submitted by the Bidders.
9. The Bids should remain valid for a period of 120 days from the date of award of the Tender.
10. The Bidders may depute their representatives, duly authorized in writing along with their attested photograph and signature, to witness the opening of tenders on the due date and time. No one shall be allowed to witness the opening of tenders unless and until proper authorization is submitted. Any request of postponement of tender opening time, on any ground, will not be entertained.
11. No correspondence will be entertained to modify or withdraw any Tender once submitted. Any such attempt by the bidder will result in forfeiture of EMD.
12. The 'User' reserves the right to accept or reject the tender without assigning any reason.
13. Modification of any of the terms and conditions as are referred in any part of the Tender Document or putting forth own conditions by the bidders would cause the bid to be rejected summarily and would also result in forfeiture of EMD.
14. A sum of Rs. 500/- (Rs. Five Hundred only) shall be submitted by the Bidders along with their bids towards cost of Tender Document (even if the Tender document is downloaded from Website) in the form of Account Payee Demand Drafts of any of the Commercial bank drawn in favour of the "**Zonal Accounts Officer, CBDT, Kolkata** " and payable at Kolkata. The cost of the Tender document submitted by the bidder is non -refundable.
15. A sum of Rs. 25,000/- (Twenty Five Thousand only) shall be submitted separately by the Bidders along with their bids as Earnest Money Deposit (EMD). Both the Cost of Tender document and the EMD shall separately be submitted. EMD of the unsuccessful bidder will be returned on or before the 30th day after the award of the Tender. The EMD of the successful bidder would be returned, without any interest whatsoever, after the receipt of requisite Performance Security.

16. An amount of Rs. 60,000/ - (Rupees Sixty Thousand only) shall be submitted by the Supplier (Successful Bidder) as the Performance Security. It may be furnished in the form of Fixed Deposit Receipt from a Commercial Bank or a Bank Guarantee from a Commercial bank. The Performance Security shall remain valid for a period of 60 days beyond the completion of all contractual obligations of the Bidders including warranty obligations. Failure to furnish the Performance Guarantee of requisite amount in time shall result in the forfeiture of EMD.

17. The Tender will be opened on 19.12.2016 at 3.00 pm in the Chamber of the Additional Director General (RTI)), Room No.322, DIRECT TAXES REGIONAL TRAINING INSTITUTE, 110, SHANTIPALLY, EM BYPASS, KOLKATA-700107. If due to any exigency, the due date for opening of the Tender is declared a closed holiday or some other reason the User office can't function on that date, then the Tender will be opened on the next working day at the same time.

SECTION IV

TERMS AND CONDITIONS

1. The Bidders are required to accept the Terms and Conditions mentioned below or in other Sections of the Tender Document. Failure to do so may result in rejection of the Bid submitted by the Bidder.
2. The Bidders are required to study the full Tender document before submitting the Tender and shall put Signature with Seal on all the pages of the Tender document as a proof of having read it.
3. The Bidders should ensure that the items to be supplied against the tender pass through necessary quality control, safety and performance standards and certifications like ISO 14000:2004, ISO 9001:2008, BIFMA, OHSAS 18000:2007 , Indian design mark and SGS certification. Preference will be given to the Bidders engaged in manufacturing high quality "Green Furniture" and "Make in India" products. Attested copies of such certificate(s) should be attached with the bid.
4. The items to be supplied should be manufactured by them and should be branded. While submitting the Tender document, the Bidders are required to submit a document as per Annexure-II to specify the Model No./Name as per their standard brochures and paste a picture of the furniture which it considers to match with the specifications of each item of the Annexure-I.
5. The Total Quote by the bidder in Annexure-I and in the Financial Bid Sl. No. 6 shall be inclusive of all Taxes, Insurance, Freight charges, expenses, charges etc. .The Total quote in the Financial Bid and in the Annexure-I shall be mentioned both in Figures and Words and should be identical. In case of mismatch in figures and words the amount mentioned in words in the Financial Bid would be considered as the quote.
6. The Bidder shall furnish a declaration that the price quoted by it against this tender is not more than the 'Maximum Retail Price' of such items and that the quoted price of such items are the same as applicable to other Government Departments/ Undertakings/ Other Organizations. The Bidder is also required to submit a declaration that there has been no complaint against the quality of the products supplied by them to Government Departments or Public Sector Undertakings/Other organizations.

7. The bidders shall state whether they have been debarred or de-listed by any Government or Quasi -Government agencies or PSU's. If a bidder has been debarred by Government or Quasi -Government agencies, PSU's, this fact must be clearly stated though it may not necessarily cause disqualification. However, in absence of this declaration the bid will be rejected as Incomplete.
8. All the Section I, II, III, IV, V along with the Annexure-I & II and Technical Bid, Financial Bid and Notice Inviting Tender together constitutes the Tender document. The Supplier would be required to sign a contract with the User within 10 working days from the date of receipt of communication awarding the Tender.
9. The Technical bid submitted by the Bidders shall be opened first on the date of opening of Tender. Financial Bids of only such bidders whose Technical Bid is found to be in order shall be opened.
10. The 'Supplier' will be required to furnish a Performance Security as is referred to in Para-16 of Section-III within 10 (Ten) days of receipt of the Order communicating the award of the Tender. Performance Security should be valid up to 60 days beyond the date of contract. In case the Supplier fails to furnish the Performance Security within the above period, the EMD of the Supplier shall be forfeited.
11. In the event of Supplier failing to submit the Performance Security and/or supply and install the Furniture & Fixtures, as specified in Annexure-I, the 'User' may, at his discretion, withhold any payment until the completion of the Supply Order. The User may also deduct from the Supplier Liquidated Damages of 2% of the Value of the Supply Order in respect of the delayed/undelivered Furniture for every week or part of a week of delay, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed Furniture.
12. The Supplier shall have no right to give, bargain, sell, assign, sublet or otherwise dispose of any part of the Supply Order to any third party. In the event of any such acts coming to the notice and knowledge of the User, the Supplier will be blacklisted and the Performance Security/Bid Security as the case may be will be forfeited.
13. The Supply and Installation of Furniture & Fixture will be on credit. No advance payment will be made to the 'Supplier'. Payment shall be made by the 'User' normally within four weeks of the successful completion of supply and installation of Furniture & Fixtures and submission of relevant invoice/bills with relevant certificates.

14. The 'Supplier' is required to submit all relevant data and bills for supply of furniture provided as per supply order to the User as mentioned below: (a) Details for electronic, viz. Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code. (b) Signed copy of invoice/bill with proper Seal. (c) Guarantee / Warranty certificate.

15. To verify successful supply of Furniture there will be inspection. The mode of inspection will be User inspection, carried out by the Committee appointed by the 'User'.

16. In the event of the Supplier failing to honour the contractual obligation within the stipulated period, the User shall undertake Risk and Expense purchase at the cost of Supplier. If risk purchase is resorted to by the User, then the Supplier shall be liable to pay the additional amount, if any, spent by User as compared to the contractual amount.

17. In case of Failure on the part of the Supplier to supply and install the furniture & fixture at proper designated place of the Premises of the User, a penalty for such delay shall be levied @ Rs. 2,000/- for each day of period exceeding the period of 45 days from the date of receipt of communication of award of the tender by the Supplier. Such Penalty shall be recovered from the outstanding bill of the Supplier.

18. All disputes or differences arising out of or in connection with the Supply Order shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Work order or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration. In case of arbitration between the 'Supplier' and the 'User' on any issue, the final decision would be that of the Arbitrator nominated by the 'User'.

19. The User shall be entitled to recover from the contract amount, any tax, cess, duty or any other Government dues by whatever name called required to deducted at source or otherwise. It shall also be entitled to recover and remit any Government dues by whatever name called from the Contractor if he fails to comply with any statutory law or rule. In such a situation, the amount shall be deducted from the dues of the Contract and remitted to appropriate authorities. The Performance Guarantee shall also stand forfeited.

20. Bidders who have the capacity to supply and install all the items referred in Annexure-I shall be allowed to submit Tender. The Bidders are not permitted to submit Tender for part supply and installation of items.

SECTION V

EVALUATION CRITERIA OF PRICE BIDS

1. The Bidders are required to provide the following details, clearly written on the face of the sealed envelope containing the Bid: -
 - a. Complete Name, Address & Contact details of the Bidder
 - b. Tender opening date (as given in the Tender enquiry).
2. The Technical Bid, Financial Bid and Annexure-I & II Format is given with this Tender Document. The Bidders are required to fill it up correctly with full detail.
3. The broad guidelines for evaluation of Bids will be as under:
 - a. The Technical bid submitted by the Bidders shall be opened first on the date of opening of Tender. Financial Bids of only such bidders whose Technical Bid is found to be in order shall be opened and evaluated.
 - b. In Annexure-I, if there is a discrepancy between the rate per unit and the total price that is obtained by multiplying the rate per unit with the quantity, the unit price will prevail and the total price will be corrected. In the Total Quote if there is a discrepancy between the words and figures, the amount in words will prevail for calculation of Quote which however shall be subject to any correction due to the above.
 - c. The Bidder who agrees to supply and install all the furniture & Fixture as referred to in Annexure-I and whose Quote is lowest shall be considered for the award of contract subject to his fulfilling all Terms and Conditions referred to in Sections I to V of the Bid Document including the Technical Bid, Financial Bid and Annexure-I & II.
 - d. The Total quote should be inclusive of any taxes, duties, cess, fees etc. by whatever name called or any other charges.

PROFORMA FOR TECHNICAL BID

The Technical Bid should be supported by the documents indicated. The Demand Drafts in respect of cost of Tender Document and 'Earnest Money Deposit' should be submitted with the 'Technical bid'.

1. Name and address of the Bidder.
2. Telephone No./Fax No./Mobile No.
3. Website/e-mail address.
4. Permanent Account Number (PAN) (provide proof).
5. Details of VAT & Service Tax registration (provide proof).
6. Whether a Manufacturer of Furniture with own Plant Yes/No
7. Details of Demand Drafts enclosed.
(DD No. and Amount, Issuing Date, Issuing Bank & Branch)
(i) Cost of Tender Document
(ii) EMD
8. Turnover for FY as per Audited Balance Sheets
2013-14, 2014-15 & 2015-16
(Certified Financial Statements to be enclosed)
9. Details and proof of orders fulfilled during the last three years
10. Whether debarred or Black-listed on any occasion
11. Whether any criminal proceedings pending or initiated.
12. Whether all conditions in Sec -I to Sec-V & Annexure-I, II are accepted. (Yes/No)

DECLARATION

I /we hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/we understand that in case any deviation is found in the above statement at any stage. I /we will be blacklisted, my/our Earnest Money Deposit (EMD) forfeited and that I/we will not have any dealing with the Department in future.

3. I/ We further certify I/We are authorized and competent to make this declaration.

Place: Signature of Bidder

Date: Name of the Authorized Person:

(Rubber Stamp & Seal)

PROFORMA FOR FINANCIAL BID

1. Name of the Manufacturer
2. Address (with Tel. No. & Email Id)
3. Contact Person(s) (with mobile No. & Email Id)
4. Address of the Manufacturing Plant
5. Whether the Total Quote includes all Taxes, Cess, duties etc. by whatever name called and all charges (Yes/No)
6. The All Inclusive Total Quote for all the items of Sl. No. 1 to 14 of Annexure -I (Mention both in Figures and words)
7. Whether the Price of each item is more than the Maximum Retail Price? (Yes/No)

DECLARATION

I/we hereby certify that the information furnished above is true and correct to the best of my/our knowledge.

2. I/we understand that in case any deviation is found in the above statement at any stage, I /we will be blacklisted and will not have any dealing with the Department in future.

3. I/ We further certify I/We are authorized and competent to make this declaration.

Place: Signature of Bidder

Date: Name of the Authorized Person:

(Rubber Stamp & Seal)

PURCHASE OF FURNITURE & FIXTURES FOR DTRTI, KOLKATA

Sl.	Description of Furniture or Fixture Item	No. of Units	Rate per unit (Rs)	Amount *(Rs)
	FURNITURE & FIXTURES FOR OFFICERS' MESS (CAFETERIA)			
1.	Dining Table Overall Size including top cornice : Width -1300mm, Depth - 800 mm, Height -780 mm Material: Tempered Glass; Thickness:10/8mm, coating: powder in Black for the glass; abrasion resistance:100KGs Hardware: Steel , tap borer ; screw; nut ; Construction : K/D Packets : A=B, Five layer paper for carton Finish : Frame: black; glass: black MATERIALS & DIMENSION (+/- 2mm) (Size variation ±10%)	6 Nos.		
2.	Dining Chair Dimension (mm) Code Dimension (mm) WIDTH 450 DEPTH 520 HEIGHT 990 BACK LEG MATERIALS & SIZE: TEXTURE BLACK SIDE RAIL METERIALS & SIZE: Solid Wood Steel, coating: chrome. Size: SEAT MATERIALS & SIZE: 08mm plywood Seat Foam Density :Seat Foam Thickness : Back Foam Density (if applicable) : Back Foam Thickness : Upholstery Details (PU / PVC / Fabric): PVC Upholstery (Size variation ±10%)	24 Nos.		
3.	Service Counter with Drawer & Storage Supply Of Customise Service Table Drawer - Storage (2400 x 730 x 600) combination of 19, 12 & 6 mm BWR ply along with 1mm laminate and wooden polished lipping on all the edges, as per architect design. Top Finished with Polished, moulded 12 mm Granite	1 No.		

4.	<p>Service Counter with Drawer & Storage Supply of Customise Service Table</p> <p>Drawer - Storage (1800 x 730 x 600) combination of 19, 12 & 6 mm BWR ply along with 1mm ISI marked laminate and wooden polished lipping on all the edges, as per architect design.</p>	1 No.		
5.	<p>Glass Partition</p> <p>12 mm toughened glass partition with designer (plant themed) film cladding complete with all SS hardware and fittings</p>	4 Nos. (Approx. 224 sq. ft.)		
6.	<p>Foldable Bamboo partition</p> <p>Supply of Decorative bamboo chik work loose foldable partition on wooden frame work finished with natural colour melamine or lacquer polish</p>	2 Nos.		
7.	<p>Study Table</p> <p>Load Bearing Capacity Table Top: 40. Kg. approx. Shelf: 15 Kg. Drawer, Overall Size (Width X Depth X Height): (+/-1) mm Length: 900 mm Width: 590 mm Height: 745 mm Number of Cartons: 01 Carton Specs: 5 ply, 120 gsm, 16 BS. Carton Size (each Carton): (in mm) L x W x H (Carton 1 of 1) 950 X 635 X 130 mm /Net Wt.: 21.3 kg /Gross Wt.:23.3Kg Raw Material (specs of laminations & thickness): PLB top PLB: 25 mm for table top with 2.0 mm thick PVC lipping Metal Parts: MS ERW Tube, MS CRCA sheets & MS Bright Bar. Powder coated: 35 microns Minimum. Multi-coloured Modesty Hardware: (Details) Nut & Bolts, 5 Glide screws, Self-Tapping Screws & Articulated Plastic KBPT Construction: Top Size : 900 x 590 x 25 mm Leg: MS ERW Tube 1.6 thick CPU Stand: MS ERW Tube Ø 25.4 x 1.25 thick Vertical Cover MS CRCA sheet 0.8 thick Foot Rest : MS CRCA Sheet 1.2 thick Wire (Size variation ±10%)</p>	1 No.		
8.	<p>Sofa Set (3+1+1)</p> <p>From ISO 9001:2008, ISO 14001, OHSAS 18000, BIFMA Certified Manufacturers and Greengard certified product. STITCHING: THREAD: Polyester, PITCH: - 6 LEATHER/PV Thickness (mm):1mm.Weight (GSM):575 Tensile Strength Results as per tests C Bursting Strength Adhesion (PVC/ Colour Fastness)</p>	1 Set		

	<p>FRAME MATERIAL: Moisture Content Less. Anti - Termite. Kiln Drying: N/A Thickness: 12mm BELT/ WEBB: Width of belt 68mm - 48mm, Total length 68mm :-2700 SPRING DETAILS: Thickness of Spring: N/A. Number of Spring:1. Number of Pock: 49 .Thickness: 2mm STAPLING: No. Of Pins 80/12 :- 13 Density (Kg/m3): 32d - 28d Type of Foam (Virgin/Composite/Moulded/ Slab stock) : Virgin Always / in some case Moulded BACK FOAM & FIBER: (DENSITY, TYPE) Polyester Staple Fiber: 64mm Length hollow silicon Weight: 3.220 Kg. Thickness (mm) : Density (Kg/m3): Type of Foam (Virgin/Composite/Moulded/ Slab stock) : ARMREST FOAM: (DENSITY, TYPE) Thickness (mm) : Density (Kg/m3): 32d Type of Foam (Virgin/Composite/Moulded/ Slabstock) : Please provide layer-wise detail of foam used along with details of density & thickness (Size variation $\pm 10\%$)</p>			
	OFFICE FURNITURE			
9.	<p>Supply and placement of the Desk unit, Main desk Top Work surface 2 layers of 18 mm thick MFC with 3 mm PVC edging. Edging of 2 colour tone. Under structure: Side panels Legs: MFC covered with 45 mm MDF profile at vertical edges connected to the top panel by minifix & wooden dowels. Adjustable Stud. Also 2 nos. of 75 mm diameter epoxy painted metal leg to enable ERU top panel to slot into it. Adjustable base of levelling available. Modesty: Storage: Movable Pedestal: 4 Drawers with central lock. Top drawer should have pencil tray 280 x 280 mm. Carcass 18 mm thick MFC & 25 mm thick top panel. Metallic handles 128 mm distance. 450 mm L runner. 55 diameter x 25 mm H Plastic adjustable glide and connected to Top with 2 nos. of metallic support 109 mm H x 75 diameter. ERU: Top: Work surface 18 mm thick MFC with 3 mm PVC edging. (all size variation up to 10%). Size - Main desk = 2200 x 1190 x 750 ; ERU = 1380 x 480 x 700 ; Pedestal = 406 x 550 x 640 (Size variation $\pm 10\%$)</p>	1 No.		

10.	<p>Supply and placement of the Back Unit</p> <p>Cabinet Top panel of 25 mm thick MFC with 2 mm PVC edging. Body: Medium Cabinet Carcass 18 mm thick MFC with PVC edging & Back panel 8 mm thick. 55 mm diameter x 25 mm H adjustable plastic glide. Door with locks. Metallic handles 96 mm distance. 1 fixed shelf connected to side panels with minifix fittings & 1 adjustable shelf. Entire carcass connected with minifix fittings & wooden dowels. Fixing of Top panel with side panels should be with screws. Back panel should be placed in the slot / groove provided on Top. Glass Door: 5 mm thick polished edges glass. Fixing using overlay glass hinges & a black metallic knob. Wooden Door: 18 mm thick MFC with 2 mm PVC edging. Black metallic handles 128 mm. Square lock provided. Fixing using full overlay hinges.(All size are variation upto +_10%) of size = 2410 x 425 x 1215 (Size variation $\pm 10\%$)</p>	1 No.		
11.	<p>Providing Supply and placement of HIGH BACK CHAIR</p> <p>SEATBACK ASSEMBLY: The Cushioned seat assembly should consists of seat outer (material-30% Glass Fibre Nylon) & upholstered Seat inner (material- Poly Propylene) with moulded Polyurethane foam & polyester fabric. The Net Back should be made up of Back outer (material-Glass Fibre Filled Nylon) & Back inner (material- PP) and upholstered using Polyester Mesh fabric with high tenacity yam. Full Back Size: 46.5 cm. (W) x 60.0 cm. (H) (variation $\pm 10\%$) Seat Size: 51.0 cm. (W) x 49.0 cm. (D) (variation $\pm 10\%$)</p> <p>HIGH RESILIENCE (HR) POLYURETHANE FOAM BACK SPINE: The support spine should be made up of High Pressure Die cast polished Aluminium</p> <p>ARMRESTS: The armrest should have two adjustment, Height (6.0) and Depth (6.0cm). Height adjustment is provided in Aluminium structure of armrest which should be connected to Aluminium Back spine and is operated by button. The depth adjustment should be provided in pad which should be fixed to armrest structure. Armrest Top should be made up of PU moulded over plastic inner.</p> <p>ACTIVE BIO-SYNCHRO MECHANISM: The adjustable tilting mechanism should be designed</p>	1 No.		

	with the following features with 360° revolving type Tilt tension adjustment can be operated in seating position.			
12.	<p>Supply and placement of MID. BACK Visitor CHAIRS</p> <p>SEAT/BACK ASSEMBLY: The Cushioned seat assembly should consists of seat outer (material-30% Glass Fibre Nylon) & upholstered Seat inner (material- Poly Propylene) with moulded Polyurethane foam & polyester fabric. The Net Back should be made up of Back outer (material-Glass Fibre Filled Nylon) & Back inner (material- PP) and upholstered using Polyester Mesh fabric with high tenacity yam. Full Back Size: 46.5 cm. (W) x 60.0 cm. (H) (variation up to ± 10%) Seat Size: 51.0 cm. (W) x 49.0 cm. (D) (variation up to ± 10%) Fix chair HIGH RESILIENCE (HR) POLYURETHANE FOAM: BACK SPINE: The support spine should be made up of High Pressure Die cast polished Aluminium. ARMRESTS: The armrest should have two adjustment, Height (6.0) and Depth (6.0cm). Height adjustment should be provided in Aluminium / MS structure of armrest which should be connected to Aluminium / MS Back spine and is operated by button. The depth adjustment should be provided in pad which should be fixed to armrest structure. Armrest Top is made up of PU moulded over plastic inner</p>	3 Nos.		
13.	<p>Supply and placement of Computer table</p> <p>Actual Size : 1200 mm X 550 mm X 850 mm(Size variation ±10%) Load Bearing Capacity Table Top: 18 mm MDF + PVC Lamination Raw Material: 25 Microns PVC lamination, MDF/PLB, powder coating finishing, Metal Parts: (Material & Coating details) Powder Coating MS tubes (1.0 mm thick)</p>	1 No.		
14.	<p>Supply and placement of Computer Chair</p> <p>SEAT/BACK ASSEMBLY: The seat should be made of Injection moulded Plastic outer & inner. Plastic Inner should be upholstered with fabric and moulded Polyurethane foam. The back to be made of 1.2mm hot-pressed plywood & upholstered with fabric and moulded Polyurethane foam and back covers. BACK SIZE (FOR 9T02AS/AX): 46.0 cm (W) x 50.5</p>	1 No.		

<p>cm (H) (variation up to $\pm 10\%$) SEAT SIZE (FOR 9T02AS/AX): 46.0 cm (W) x 48.0 cm (D) (variation upto $\pm 10\%$) BACK COVERS: Back cover should have mesh finish. ARMRESTS: Adjustable. FRONT PIVOT SYNCHRO MECHANISM: The adjustable tilting mechanism should be designed with 360 degree revolving type, Side tilt tension adjustment should be operated in seating position. SEAT DEPTH ADJUSTMENT: Seat depth adjustment should be integrated in the seat through a sliding mechanism and should also have seat depth adjustment.</p>			
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Total Price Rs. _____

Add Taxes or any other Charges by whatever Name called Rs. _____

Total Quote (In Figures) Rs. _____

Total Quote (In Words)

***(Total Quote in Figures and words should be identical and should be quoted in Sl. 6 of the Financial Bid)**

Place: Signature of Bidder / Authorised Person

Date: Name:

Rubber Seal of the Bidder.

Annexure-II

Sl. No.	Sl. No. of Annexure-I	Model No. of the furniture to be supplied	Photo of the Model from the standard Brochures
1.	1.		
2.	2.		
3.	3.		As per Specification in Annexure-I (If there is no such item in Standard Brochures)
4.	4.		As Above
5.	5.		As Above
6.	6.		As Above
7.	7.		
8.	8.		
9.	9.		
10.	10.		
11.	11.		
12.	12.		
13.	13.		
14.	14.		

Place:

Signature of Bidder / Authorised Person

Date:

Name:

Rubber Seal of the Bidder.