INVITATION FOR TENDER FOR SUPPLY OF FURNITURE

Sealed tender offers are invited in two separate sealed covers (Technical and Commercial offers) from eligible Indian manufacturers/suppliers/authorized dealers for the supply of the following furniture:

<table>
<thead>
<tr>
<th>NAME OF THE ITEM</th>
<th>QTY. REQUIRED</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 STR LOBBY CHAIR MADE OF 304 GRADE STAINLESS STEEL</td>
<td>30 nos.</td>
</tr>
</tbody>
</table>

Please send offers along with descriptive catalogue/brochure. The validity of the bid should be at least up to 60 days from the date of Tender. Please ensure that your quotation reaches at the following address not later than 18.06.2015. The envelope containing the quotation should be superscribed with “IITKGP/BCRTH/FURNITURE/Tender/2015-16”.

Head
B C Roy Technology Hospital
Indian Institute of Technology
Kharagpur- 721 302, West Bengal.

<table>
<thead>
<tr>
<th>Tender reference</th>
<th>IITKGP/BCRTH/FURNITURE/Tender/2015-16</th>
<th>Date : 15/5/2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last date for submission of Tender document</td>
<td>18.06.2015, 12.00 hrs.</td>
<td></td>
</tr>
<tr>
<td>Date of opening of Technical Bids</td>
<td>18.06.2015 at 16.00 hrs.</td>
<td></td>
</tr>
<tr>
<td>Date of opening of Price Bid</td>
<td>Only technically qualified bids would be considered for price comparison. Date will be informed in due time.</td>
<td></td>
</tr>
<tr>
<td>Place of Opening tender offers</td>
<td>B C Roy Technology Hospital, Indian Institute of Technology, Kharagpur- 721 302, West Bengal.</td>
<td></td>
</tr>
<tr>
<td>Address of communication</td>
<td>As stated above.</td>
<td></td>
</tr>
<tr>
<td>Contact Telephone Numbers</td>
<td>+91-3222 - 28264</td>
<td></td>
</tr>
</tbody>
</table>
# TECHNICAL SPECIFICATIONS OF 3 STR TANDEM CHAIR MADE OF 304 GRADE STAINLESS STEEL

<p>| | |</p>
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</table>
| 1. | **Chair Size:**  
Minimum 750 mm (H) x 1650 mm(W) x 425(D) x 450mm seat Height. |
| 2. | **Cross beam size:**  
Minimum 75mm x 25mm x 1.5mm thick SS 304 Grade |
| 3. | **Arm rest/Legs**  
SS pipe with arm rest and legs on both sides with minimum thickness of 2 mm. |
| 4. | **The welded joints**  
Will be high quality welding (Argon) and properly smooth polished. |
| 5. | **Seat & Back panels**  
Will be made of minimum thickness of 1.5mm SS, round mesh perforated vents provide for superior air flow and softy seat edges. |
| 6. | **Service Centre**  
Must have their regional office/service centre at Midnapore/Kharagpur. |
| 7. | **Customer list**  
Provide details customer list with address & Phone numbers where the same material have supplied at the time of submission of tender. |
| 8. | **Warranty**  
5 years |
| 9. | **Brochure/literature**  
Actual colour picture of the chair should be present in the literature. |
| 10. | **Certificate**  
ISO-9001:2008/ISO18001:2007 and SSI Unit, BIFMA certificate for quality standards should be submitted during the submission of Technical Bid. |
TERMS & CONDITIONS FOR SUBMISSION OF QUOTATION FOR SUPPLY OF STORES ORDERED:

1. [a] RATE: The rate quoted shall be on FOR Kharagpur basis clearly indicating the break-up cost towards packing and forwarding, excise duty, sales tax, freight, insurance etc.. The Stores are required to be dispatched; by passenger train F.O.R. Kharagpur or by road transport or delivered at this Institute under supplier's own arrangement free of additional charges. The risk of damage or loss in transit if any will be the supplier's. In case the aforesaid terms are not considered acceptable, charges payable will be required to be specified as advalorem or lump sum. Manufacturer's price list, wherever applicable, should be submitted.

[b] EXCISE DUTY & SALES TAX: Rates inclusive of Excise Duty and Sales Tax will be preferred. However, where quoted separately, the advalorem rate payable should be clearly cited in accordance with the provisions of the relevant Act & Rules.

2. [a) CONSIGNEE: All stores are required to be consigned to the Director, Indian Institute of Technology, Kharagpur- 721302, West Bengal.

[b] DISPOSAL OF DISPATCH DOCUMENTS: The Railway Receipt/PWB/Consignment Note along with the relevant bill and three priced challan each in triplicate should be despatched to the Deputy Registrar[S & P], I. I.T, Kharagpur immediately on completion of despatch. If these documents do not reach the Deputy Registrar[S & P] in time all wharfage/demurrage incurred, if any, will be recoverable from the supplier.

3. DELIVERY PERIOD: The stores are required to be delivered/despatched within thirty days from the date of receipt of the order. All offers of delivery should be made ex-stock, and a clear note should be inserted in case exstock delivery is not possible.

4. QUALITY & SPECIFICATION OF STORES: The stores offered should be of the best quality available, unless otherwise specified confirming strictly to the specification cited. The Institute reserves the right to reject such stores as are found unacceptable on these grounds.

5. LIQUIDATED DAMAGES: If a firm accepts an order and fails to execute the order, in full or part, as per the terms and conditions stipulated therein, it will be open to this Institute to recover liquidated damages from the firm at the rate of 1% of the value of the undelivered stores per month or part thereof, subject to a maximum of 5% of the value of the undelivered stores. It will also be open to this Institute alliteratively to arrange procurement of the required stores from any other source at the risk and expense of the firm which accepted-and then failed to execute the order according to stipulation agreed upon.
6. **SUBMISSION OF QUOTATION**: Quotation must be forwarded in sealed cover addressed to the Head, B C Roy Tech. Hosapital, I.I.T. Kharagpur -721302 so as to reach within the specified period. The reference to the Enquiry Number and the last date for submission must clearly be superscribed on the sealed envelope.

7. **OPENING OF THE QUOTATION**: Quotation will be opened at the concern School/Department, IIT, Kharagpur at the time and on the date indicated on the tender form, A firm may send its accredited representative to witness the opening if it so desires.

8. **PERIOD OF VALIDITY**: A quotation shall remain valid for acceptance at least for a period of 60 days from the date of opening.

9. **INCOME TAX CLEARANCE**: In case an intending supplier has not furnished this Institute before with its Income Tax Clearance Certificate [up-to-date], may furnish it with the present quotation.

10. **PAYMENT**: a) 100% payment through electronic transfer after receipt of store in good order and condition, successful installation and the after certification of the bill by the Head of the Department.  
b) Ensure providing: i) Bank details and PAN number of the beneficiary.  
i) Full name and address of the beneficiary on whom order has to be placed.

11. **REJECTION OF OFFER**: The Director of the Institute reserves the right to ignores or reject any offer including the lowest without assigning any reason.
B C R T Hospital
IIT Kharagpur

To
The Prof. In-Charge
Institute Information Cell
IIT Kgp.

Date : 15.05.2015

Sub: Publication of Tender Document ion the Institute Website.

Enclosed herewith the Tender documents (4 pages) (soft copy and hard copy) for the procurement of 3 STR LOBBY CHAIR MADE OF 304 GRADE STAINLESS STEEL for taking necessary action for uploading in the Institute Website.

SMO(Admn.)/BCRTH