

**QUOTATION ENQUIRY – HOSTEL FURNITURE**

No:- IIT Mandi/S&P/PUR-22/2015-16/1066-67

Date: 05.05.2016

1. Central Public Procurement Portal.
2. IIT Mandi, Institute Website.

Quotations are invited in sealed envelope for the purchase of the **HOSTEL FURNITURE** items as per specifications mentioned below: -

Sr. No.	Specifications	Quantity
1)	<b>Hostel Bed:</b> frame made of 2"x1" MS pipe provided with 4 nos. supports of 1" sq. MS pipe to the frame having 18mm mm thick pre laminated MDF , OSB, faced with , post form high pressure laminate to head side fitted in 2"x1" MS pipe frame and 18mm pre-laminated board panel to foot side, All the exposed edges of board are provided with 0.8mm thick PVC edge bands glued with hotmelt EVA glue, having 12mm thick ISI marked commercial ply on top fitted with self-thread screws. The frame of bed finished in walnut wooden shade. Size : 1829x915mm. Platform Height :380mm Head Side Height:730mm Foot Side Height :380mm	224
2)	<b>Study Chair:</b> frame made of 1" sq. MS pipe with wooden arms rest duly finished in walnut wooden shade, having 32 Density cushions on seat & 23 Density cushions on back fitted on 12mm thick ISI marked commercial ply duly upholstered with best quality upholstery cloth. Dimensions: Seat Size : 450x450mm Seat Height : 450mm Overall Height : 830mm	224
3)	<b>Study Table with book shelf:</b> made of 18mm pre-laminated board at top having single steel drawer fitted on roller channels and 300mm wide, 230 mm high cased shelf below 300mm wide, 150mm high open shelf at top (as per sketch-I) for keeping books etc. Frame made by 25mm x 25mm square pipe 18 gauge. All the exposed edges of board are provided with 0.8mm thick PVC edge bands glued with hotmelt EVA glue. Size(LxWxH) : 900 x 750 x 750mm (overall height 1130)	224

The last date & Time of receipt of quotations is **26<sup>th</sup> May, 2016 till 01:00 P.M..**

**One sample of a Module item as per above mentioned specifications should be made available for inspection at 02:30 P.M. on 26<sup>th</sup> May, 2016 in the B5 Hostel at Kamand. Quotations without samples will not be considered.**

**The financial bids of those firms whose samples are approved by the Technical Committee. The date & time for opening of Financial Bids will be informed later on to the technically qualified bidders.**

The Institute reserves the right to split the order between two or more vendors on the rates of lowest quotation.

Representatives of the firm(s) may be present at the time of opening the quotation if they so desire. The quotations should bear full details and where ever possible, be duly supported with catalogues, pamphlets, literature as the case may be for comparing the quality and rates of the item. The following instructions should be strictly observed for submitting the quotations failing which the quotations shall be liable for rejection.

**The bidder can also submit bids online. To submit bid online, please see the tender document available on (<http://eprocure.gov.in/eprocure/app>)**

1. The quotations should be submitted on printed pad preferably with Sales **Tax and PAN number** of the firm.
2. The technical and financial bids should be quoted separately and put in different sealed envelopes marked “**Technical bid**” or “**financial bid**” as applicable. These separate bids envelopes are to be put in an outer envelope which should also be sealed. The drafts for **tender fee & EMD should be kept in a separate sealed envelope**, should be marked clearly and put in the outer envelope that contains the technical and financial bid envelopes.
3. The quotations shall be submitted in a sealed envelope duly marked “Quotation against enquiry no. \_\_\_\_ dated \_\_\_\_ due on \_\_\_\_” on the corner of the envelope.
4. Quotation received after closing date/time will not be considered.
5. **Tender Cost:** The bidder should submit a demand draft of **Rs. 1,000/- (Rupees One Thousand only)** towards non-refundable **tender fee, drawn in favour of “The Registrar, IIT Mandi”** payable at Mandi should accompany the Technical bid documents. The tender fee should be kept in a separate sealed envelope, should be marked clearly and put in the outer envelope that contains the technical and financial bid envelopes. **Tender fee is mandatory to submit.** In the absence of tender cost, the tender will not be accepted.
6. **Earnest Money Deposit (EMD):** Bidder should furnish an EMD a refundable amount of **Rs 34,000/-** in the shape of DD drawn in favour of “**The Registrar, IIT Mandi**” payable at Mandi should accompany the bid documents. The EMD should be kept in a separate sealed envelope, should be marked clearly and put in the outer envelope that contains the technical and financial bid envelopes. The bidders should enclose a pre-receipted bill for the EMD to enable us to return the EMD of unsuccessful bidders. Failure to deposit **Earnest Money** will lead to rejection of

tender. The bidders should submit separate EMD. In the event of the awardee bidder backing out, EMD of that bidder will be forfeited

7. **Return of EMD:**

- i) The earnest money of unsuccessful bidders will be returned to them without any interest within 15 working days after awarding the contract.
- ii) The earnest money of the successful bidder will be returned to them without any interest within 15 Days after supply of material.

8. The rates quoted should include **transportation costs upto IIT Mandi at Kamand** clearly mentioning the percentage/rate of **sales tax / VAT** or all other taxes and duties. The rates quoted should be valid for at-least 180 days from the date of opening of the quotation.

9. **Clarifications:** In case the bidders require any clarification regarding the tender documents, they are requested to contact our office Ph. No. 01905-267016 & 267039 (e-mail ID: [pavinaas@iitmandi.ac.in](mailto:pavinaas@iitmandi.ac.in) & [arsp@iitmandi.ac.in](mailto:arsp@iitmandi.ac.in) on or **before 20/05/2016**.

10. The rates must be **quoted both in figures and words** and over writing should be avoided, however all cuttings/corrections must be duly authenticated. In case of any discrepancy in the quoted rates in figures and words, rates quoted in words will be considered.

11. While sending rates, the firm shall give an undertaking to the effect that ***“the terms/conditions mentioned in the enquiry letter/Tender Notice against which the rates are being given are acceptable to the firm.”*** in .pdf format. In case the firms do not give this undertaking, their rates will not be considered.

12. **Period required for delivery must be mentioned.**

13. The whole supply as per order shall have to be completed within the prescribed time. In case of failure to deliver by the specified date, liquidation charges @ 1% per week of the total order value subject to the maximum of 10% of total order value will be deducted.

14. The payment will be made **through e- payment system** on satisfactory receipt of material with regard to quality and quantity and on successful Installation, and on submission of pre-receipted bill by the firm.

15. The quantity shown against each item is approximate and may vary as per demand of the department at the time of placing the order.

16. **Arbitration Clause:**

- a) In the event of any dispute or difference(s) between the vendee Institute (IIT Mandi) and the vendor(s) arising out of non-supply of material or supplies not found according to specifications or any other cause whatsoever relating to the supply or purchase order before or after the supply has been executed, shall be referred to “The Director, IIT Mandi”, Kamand who may decide the matter himself or may appoint arbitrator(s) under the arbitration and

conciliation Act, 1996. The decision of the arbitrator shall be final and binding on both the parties.

- b) The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
- c) All disputes shall be subject to Mandi Jurisdiction only.

17. **The sealed Quotations must reach on the address below:**

**“Assistant Registrar, Stores and Purchase”**

**Indian Institute of Technology Mandi (IIT Mandi),  
Administrative Block in Bamboo Hut, Near Director Office,  
Kamand Distt. Mandi – 175005 (H.P), India”**

18. The IIT Mandi reserves the right to reject any quotation wholly or partly without assigning any reason.

Sd/-  
**Assistant Registrar  
Stores & Purchase**