



Engineering & Maintenance Department
Hamdard Institute of Medical Sciences & Research
& Associated HAH Centenary Hospital
Hamdard Nagar, New Delhi-110062

TENDER DOCUMENTS

**FOR RATE CONTRACT FOR THE SUPPLY OF FURNITURE
ITEMS FOR HAMDARD INSTITUTE OF MEDICAL
SCIENCES & RESEARCH AND ASSOCIATED HAH
CENTENARY HOSPITAL, HAMDARD NAGAR,
NEW DELHI – 110062**



GENERAL TERMS AND CONDITIONS

1. PARTIES:

The parties to the contract are the contractor (the tenderer to whom the work have been awarded) and the HIMSR through Medical Superintendent HAH Centenary Hospital HIMSR, New Delhi-62.

2. The tender is in two bid system i.e. Profile Bid and Financial Bid contains specification and allied Technical details and the Price Schedule of the various items as per annexure-III. The bids will be opened on the designated/scheduled date and time.

3. The profile bid and the financial bid should be in sealed separate envelope covers super-scribed "Profile Bid for rate contract for supply of Furniture Items" and "Financial Bid for rate contract for supply of Furniture Items". Both Sealed Envelopes should be kept in a main/ bigger envelope super-scribed as "Rate Contract for Supply of Furniture Items".

4. TENDER FEE:

Tender fee is a Non-refundable amount of Rs 1,000/- (Rupees one thousand only) and the tenderer shall deposit a bank demand draft in favour of "HIMSR" along-with profile bid. The tenders submitted without tender fee will be summarily rejected.

5. EARNEST MONEY DEPOSIT:

Earnest money deposit by means of a bank demand draft of Rs. 25,000/- (Rupees twenty five thousand only) may be enclosed with the Profile Bid. It is also clarified that the bids received without earnest money will be summarily rejected. The Bank Demand Draft may be prepared in the name of "HIMSR" payable at New Delhi.

- (a) No request for transfer of any pervious deposit of earnest money or security deposit or payment of any pending bill held by the Institute in respect of any previous work will be entertained.
- (b) Tender shall not be permitted to withdraw their offer or modify the terms and conditions thereof. In case the tenderer fail to observe and comply with stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited to the HIMSR.
- (c) The Tenders without Earnest Money will be rejected.
- (d) No Claim shall lie against the HIMSR/HAHCH in respect of erosion in the value or interest on the amount of EMD.
- (e) The EMD of the successful bidder shall be returnable after the successful completion of the Rate Contract and for unsuccessful bidder(s) it would be returned after award of the contract.



6. **Bidders are requested to quote their prices on a firm & fixed basis for the entire period of the Contract. Bids of the firms received with prices quoted on variable basis shall be rejected without assigning any reasons and no communication in this regard shall be made.**
7. **At any time prior to date of submission of tender, Tender Inviting Authority may, for any reason or decision, modify the terms & conditions of the tender document by a corrigendum displayed on the website of HIMSR (www.himsr.co.in). Tender Inviting Authority may or may not, at its discretion, extend the date and time for submission of tenders.**
8. **The bidder should have their registered office or branch or distributor in Delhi. (Documentary proof required).**

9. DOCUMENTS COMPRISING THE BID:

The bids prepared by the bidder shall comprise of (1) Profile Bid and (2) Financial Bid:

A. PROFILE BID: The Profile Bid should have all necessary technical criteria and the firm in this regard must submit the documents in support of following:

- (a) Duly filled format of Profile Bid as per Annexure – I.
- (b) Copy of GST Registration certificate.
- (c) Copy of PAN Card.
- (d) Details of clients where similar services are presently provided by the tenderer.
- (e) The bidder must have adequate experience of supply of furniture items in Hospitals or other similar organizations. Necessary supporting documents like purchase/supply orders, payment certificate etc. to this effect must be submitted along with the offer.

B. FINANCIAL BID: The financial bid shall contain:

Financial Bid Form [*As per Annexure - IV*] – Price must be quoted as per format specified, failing which tender shall be summarily rejected.

10. SIGNING OF TENDER:

- (a) The tender and other documents enclosed thereof must be signed and affixed with stamp.
- (b) The tenderer should sign and affix their firm's stamp at each page of the tender and all its annexures as the acceptance of the offer made by tenderer will be deemed as a contract and no separate formal contract will be drawn. **NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS NOTICE INVITING TENDER/TENDER DOCUMENT**

11. **A person signing the tender form or any document forming part of the tender on behalf of another person should have an authority to bind such other person and if, on enquiry it appears that the person so signing had no authority to do so, HIMSR may without prejudice, cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.**



12. BID PRICES:

- (a) It should be submitted in form given in *Annexure-IV*. The price quoted will be as per given format at annexure-IV i.e. exclusive/inclusive of taxes and inclusive of all applicable charges F.O.R. HIMSR and shall be fixed and final. At the time of payment Income Tax or any other Tax payable shall be deducted at source.
- (b) The rates quoted by the bidder shall remain fixed for 1 year of contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.

13. TECHNICAL EVALUATION:

- (a) Detailed technical evaluation shall be carried out by Institute pursuant to conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any deviation. The Institute's determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. HIMSR shall evaluate the Profile bids also to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order.
- (b) HIMSR may call the bidders for discussion to facilitate and assess their understanding of the scope of work and its execution. However, the Institute shall have sole discretion to call for discussion.
- (c) HIMSR shall have right to accept or reject any or all tenders without assigning any reasons thereof.

14. FINANCIAL EVALUATION:

- (a) The financial bids shall be opened in presence tender committee and representatives of eligible bidders.
- (b) HIMSR do not bind themselves to accept the lowest bid or any bid and reserves the right of accepting the whole or any part of the bid or portion of the job offered, and the bidder shall provide the same at the rates quoted.
- (c) HIMSR reserves the right to reject any or all offers received in response to tender or cancel or withdraw the tender notice without assigning any reason, whatsoever.

15. AWARD OF CONTRACT:

The Institute shall consider placement of orders on those bidders whose offers have been found technically and financially acceptable. The Institute reserves the right to counter offer price(s) against price(s) quoted by any bidder.

16. OPENING OF TENDER:

The tenderer is at liberty either himself or authorize not more than one representative to be present at the opening of the tender. The representative attending the opening of the tender on behalf of the tenderer should bring with him a letter of authority from the tenderer and proof of identification.



17. VALIDITY OF THE BIDS:

The bids shall be valid for a period of 90 days from the date of opening of the tender. This has to be specified by the tenderer(s) in the bids.

18. CONTRACT PERIOD:

The rate contract for the supply of Furniture Items initially for a period of (1) one year and can be continued / renewed for further (1) one year at a time subject to satisfaction of the HIMSR and on mutual consent of both the parties subject to the condition/ rules framed by the Government of India from time to time.

19. DELIVERY:

Delivery of goods shall be made by the supplier within the stipulated time period mentioned in each purchase order. However, in case of emergent requirement firm has to supply the required quantity of goods within 3 days of placing of order also. In special cases the items are to be delivered at a very short notice i.e. within 24 hours.

20. PAYMENT CLAUSE:

- (a) The bill in duplicate may be sent to the Engineering & Maintenance Department, HIMSR for settlement after satisfactorily delivery of the material.
- (b) The bill should have full particulars of the items(s). No payment will be made for goods rejected.
- (c) No payment shall be made in advance.

21. LIQUIDATED DAMAGES

Supply of goods will have to be completed within the period mentioned in the purchase order. The liquidated damages charges @1% per day shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of goods/contract value. Quantum of liquidated damages assessed and levied by the purchaser shall be final and not challengeable by the supplier.

22. FORCE MAJEURE:

If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, explosion, epidemics, quarantine restriction, strikers lockout or act of God (hereinafter referred to as events) provided notice of happening of any such eventuality is given by party to other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries have been so resumed or not shall be final and conclusive.

Further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, either party may, at least option to terminate the contract.



23. INSOLVENCY ETC.:

In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified HIMSR shall have the power to terminate the contract without any prior notice.

24. BREACH OF TERMS AND CONDITIONS:

In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by HIMSR in that event the earnest money shall also stands forfeited.

25. LEGAL JURISDICTION:

The agreement shall be deemed to have been concluded in New Delhi and all obligations hereunder shall be deemed to be located at New Delhi and Court within New Delhi will have Jurisdiction to the exclusion of other courts.

26. OTHER CONDITIONS:

- (a) The Successful Tenderer shall also provide the name and mobile number of a key person, who can be contacted at any time, even beyond the office hours on holidays. The person should be capable of taking orders and making arrangement for supply of the desired items even on short notice to HIMSR. The firm should have availability of a responsible person on call on all working days between 09:00 Hrs. to 18.00 Hrs.
- (b) In case the quality of goods supplied are not as per specifications of each goods specified in tender and are not in conformity with the standard and or the supplies are found defective at any stage, these goods shall immediately will be taken back by the supplier and will be replaced with the tender quality goods, without any delay. The Institute reserves all right to reject the goods if the same are not found in accordance with the required description / specifications and liquidates damages shall be charged.
- (c) If a tenderer decides to withdraw from the bidding before the financial bids are opened, the HIMSR shall forfeit the EMD deposited with their technical bid.
- (d) Full description & specifications, make/brand and name of the manufacturing firm must be clearly mentioned in the tender failing which the tender will not be considered.



27. SPECIAL CONDITIONS:

- (a) Supplies should be made from the latest batch of production with maximum life period & original packing.
- (b) The tenderer should enclose a signed copy of the terms & conditions stipulated for award of the contract, conveying his acceptance of the same.

28. INSPECTION:

HIMSR shall have the right to inspect and/or to test the goods to confirm their conformity to the NIT Specifications at no extra cost to the HIMSR.

Date:

Time:

Name of the bidder:

Seal & Authorized Signatory of the Firm



Annexure – I

TECHNICAL BID

(Tenderer may use separate sheet wherever required)

SN	Details of the Tenderer / Bidder	Page No.	Remarks
1	Name & Address of the Tenderer/ Bidder		
2	Whether the Firm is located in Delhi. (Yes/No)		
3	State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization		
4	Details of the cost of the Tender documents DD No.: Dated: Drawn on Bank: Amount: (Rupees.....)		
5	Details of Earnest Money Deposit (EMD) DD No.: Dated: Drawn on Bank: Amount: (Rupees.....)		
6	Whether each page of NIT and its annexure have been signed and stamped		
7	Whether Bidders have quoted for every furniture items (Yes/No)		
8	List of Major Customers may be given on a separate sheet and proof of satisfactory supply, if any		
9	Manufacturer Authorization Certificate		
11	Copy of SGST/CGST/ST Registration		



12	Quality Assurance Certificate (Please specify)		
13	Have you previously supplied these items to any government / private organization? If yes, attach the relevant proof. (Also provide an affidavit that you have not quoted the price higher than previously supplied any government Institute)		
14	Permanent Account Number		
15	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be capable of taking orders and making arrangement for supply of the desired items.		
16	Any other information important in the opinion of the tenderer		

- Page number/serial number may be given to each and every page of Tender Documents and photocopies of the documents attached. Mention Page number, wherever the copy(ies) of the document(s) are kept.
- In case of non-fulfilment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

Date:

Time:

Name of the bidder:

Seal & Authorized Signatory of the Firm



Annexure - II

CERTIFICATE

(To be submitted on letter head of the company/ firm)

I hereby certify that the above firm has not been ever blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I also certify that firm will be supply the items as per the specification given by Institution and also abide by all the terms & conditions stipulated in tender.

I also certify that the information given in bid are true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, any contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and Institute may imposed any action as per NIT rules.

Date:

Time:

Name of the bidder:

Seal & Authorized Signatory of the Firm



Annexure - III

SPECIFICATION OF FURNITURE ITEMS

SN	FURNITURE ITEMS	SPECIFICATION
1	Computer Table	Providing and supplying of computer, table with 25 mm sq. M. S. tube of 20 Gauge thick or frame and M.S. sheet at bottom and on sides etc. The legs shall be in 16 gauge. The 19 mm thick commercial Board approved quality for top and sides with 10 mm thick laminate, of approved quality. M.S. Drawers 03 Nos, of 22 gauges with keyboard tray on sliding channel. The P.V. C. moulding on all edges, base shelf for UPS with painting and polishing etc.
A		4'-0" x 2'-0" x 2'-6" with three drawers box
B		3'-0" x 2'-0" x 2'-6" without drawers box
2	Computer Chair	
A	With Arms	Providing medium back chairs (type B) for general staff, visitors etc. with 5 pronged under carriage fitted with heavy duty rubber /nylon /PU castors swirl mechanism The seat and bench shall be molded plywood with 3" foam rubber on seat and back The armrests shall be molded PU, upholstered in synthetic upholstery material
B	Without Arms	Providing medium back chairs (type B) for general staff, visitors etc. with 5 pronged under carriage fitted with heavy duty rubber/nylon /PU castors, swirl mechanism. The seat and bench shall be molded plywood with 3" foam rubber on seat and back.
3	Executive Table	Executive tables in required sizes with table on R. H. S. three drawers sliding on approved solid roller suspension for smooth movement and load bearing capacity, and on L.H.S. the one cabinet with shutter and middle shelves shall be provided The table shall be made on 19 mm commercial ply board of approved quality with 1.0 mm thick laminate of required colour and make, the teak wood moulding/half round gola shall also be fixed at all round the table. The tabletop shall be fixed on 40 x 20 sq. mm M S hollow tube that shall be of 20 gauge. The back shall be covered with M S sheet of 16 gauge thick. All spray painting in required shade and make on steel surface and melamine polish on molding etc. complete as required / instructed.
A		2100 x 900 x 750 mm (7' x 3' x 2.5')
B		1800 x 900 x 750 mm (6' x 3' x 2.5')
C		1500 x 900 x 750 mm (5' x 3' x 2.5')
4	Executive Chair	Executive high back revolving chair with a dual-layered moulded high density PU foam for the seat & back, contoured lumber support duly upholstered in superior quality cotton fabric provided the upright lock facility for locking the tilting mechanism. Elegant and smooth poly urethane arm rest which is scratch and weather resistant, having 5 pronged steel reinforced nylon base with superior quality double wheel castors. Providing gas lift mechanism for automatic height adjustment of seat The armrests shall be molded PU upholstered In synthetic upholstery materials.



5	Visitor Chairs	Providing and supplying medium back chairs for general staff, visitors etc. M.S. tube 20 mm of 16 gauges. The seat back shall be moulded plywood with 3" foam rubber on seat and back. The armrests shall be moulded PU upholstered in synthetic upholstery material.
6	Cushioned Chair (with Arms)	Frame made of CRC steel pipe of 1" OD & 16 gauge thick, cantilevered frame re-enforcement at the bend, duly epoxy powder coated. Seat & back dual layered HDPE cushioned for seat & back duly upholstered in superior quality fabric/leather foam Providing PU (Polyurethane) arm rest.
7	Office Table	Providing and supplying office table made of 19 mm thick commercial Ply board finished with 1 mm thick laminate on top of table including teak wood moulding all-round the table. The top of table fixed on frame of M. S tube of 25x 25 mm of 20 gauge and the legs shall be in 16 gauge. The table must be fitted with a three drawer box in the R.H. S. and cupboard having one shelf making two compartments of the L.H.S of thickness 0.8 mm (Body) and 0 63 mm (Drawers) The drawers must slide on solid roller suspension for smooth movement and load bearing capacity spray painting.
A		6'-0" x 3'-0" x 2'-6" (One side three drawers and one side cover shelve)
B		5'-0" x 3'-0" x 2'-6" (One side three drawers and one side cover shelve)
C		4'-0" x 2'-0" x 2'-6" (Only one side three drawers)
8	Reading Chair Steel	Reading chair with steel perforated seat & back. Frame made of 19 mm round & 16 gauge thick CRCA pipe, joints are interlocked are proper welded with duly scratch resistant epoxy powder coated Seat & back made of CRCA steel of 18 gauge duly perforated 20 mm running border of seat Y back should be without holes. Seat & back proper welded with frame. Without arms duly scratch resistant epoxy powder coated
9	Office Chair (Canned Visitors Chair)	Office chairs made of MS tube of dia 3/4" 16 gauge thick of standard size complete with canning on back and seat complete with painting or as per standard
A		With handle
B		Without arm rests
10	Reading Table (6' x 4')	Frame made of Rubber wood chemically treated and kiln dried with anti-termite treated of cross section 3" x 1.5" duly spirit polish with lacquer finish. Legs: made of Rubber wood chemically treated and kiln dried with anti-termite treated of cross section 3" x 3" duly spirit polish with lacquer finish Top. made of 19 mm thick ISI marked commercial board with under the Top 1" thick kiln dried solid hard wood 4" deep edges are protected to rubber wood moulding of Cross section 1 75" x 1". Providing superior quality 1mm thick laminate duly fixed on Top as required colour Mouldin2 duly polish with lacquer finish
11	Steel Almirah (Big)	Mild Steel Almirah of size 78" x 36" x 19" with four shelves making five compartment without locker in 20 gauge M. S. Sheet. The shutter shall be made of 18 gauge thick providing six lever lock etc. complete. The Almirah should be in oven backed with superior quality stoving paint in required shade for smooth and long lasting finish etc. complete.
12	Steel Almirah (Small)	Mild Steel Almirah of size 50" x 30" x 17" with three shelves making four compartment without locker in 20 gauge M. S. sheet. The shutter shall be made of 18 gauge thick providing six lever lock etc. complete. The Almirah should be in oven Packed with superior quality stoving paint in required shade for smooth and long lasting finish etc. complete.



13	File Cabinet (Steel)	Providing & supplying the M. Steel file cabinet of size 55" x 28"x 19" having four drawers with sliding telescopic channels system (solid roller suspension) with approved quality automatic locking arrangement and handles etc. complete I/C spray painting in req. colour and make of approved quality The M. S. sheet shall be of 20" gauges.
14	Book Shelves (Steel)	The Glazed Steel Book shelves made of 22-gauge MS, sheet (Body) and top hung openable glazed shutters shall be in 20 gauge in size with four shelves on sliding guides of approved quality, I/C fixing of 5 mm thick transparent plain glass of Modi float or Saint Gobain and the locks shall be four lever arrangements in each shutter of approved quality including spray painting in required colour and make or as directed.
A		66" x 33" x 15"
B		66" x 33" x 12"
15	Open Shelves Rack (Steel)	Steel open racks of size 6'0" x 3'0" x 1'3" with five shelves consisting of four adjustable shelves fixed with nut and bolts completed with spray painting as per standard specifications. The M. S. sheet shall be of 20 gauges.
16	Side Wooden Rack	1200 x 450 x 650 mm high side rack as per drawing and design made of 19 mm thick commercial ply board finished with 1.0 mm thick laminate sheet of approved quality and colour. With all necessary fittings like handles locks etc. of approved quality I/C, painting and polishing etc. complete.
17	Central Table	Second class teak wood, wooden central table comprising of wooden legs and frame. The size of frame shall be 2 1/2" x 2 1/2" (app.) and 19mm thick commercial ply board with 1.0 mm thick lamination of approved quality and colour for top. Teak wood half round 2" thick gola shall be fixed at all around the table, The bottom of table consists of 12mm plywood fixed for magazine shelf.
A		3'-0" x 2'-0" x 1'-6"
B		3'-0" x 2'-0" x 1'-6"
18	Conference Table	Providing and supplying conference table of size 10' x 4' x 2 1/2' high. The table shall have pedestals made of commercial board as per design. The table shall make of 19 mm commercial ply board and all expose surface finished with 1mm thick laminate Ali expose edges shall be covered with CP teak wood molding complete.
19	Hanging Bookshelf/ Rack	Fabricating supplying and fixing in position bookshelf rack 1200/600/300 mm deep comprising 19 mm thick commercial block board box and middle shelf 6 mm thick ply back fixed in position on brick wall with bolts and nuts embedded in C. C1/C synthetic enamel spray paint etc. complete in all respects as per drawing.
20	Wooden Stool	Providing and supplying hollock wooden stool of size 1' - 0" x 1' - 0" x 2' - 0" high complete with wooden legs of size 2" x 2" and supports top and bottom of size 2" x 1" the top 1" thick with grove fixed on frame.
21	Class Room / Lectures Theater Chair	Frame made of solid steel bar of dia 12 mm not less than 16 gauge. Seat and back made of 12 mm ply duly cushioned with 2" rubber foam and neatly upholstered in desired fabric without arm but one additional writing board made of 18 mm particle board with edge bounding at the edges.



22	Perforated Student Chair (with Writing Arm)	Ergonomically designed highly durable steel perforated chair with writing pad Steel perforated chair frame made of 19mm OD & 16 gauge thick CRCA pipe with fixed 18 gauges thick perforated CRCA steel seat & Back. 20 gauge thick, Book rest/writing pad (durved shape) made of 18 mm thick flat pressed three layered particle board, Grade-1 Type-2 confirming to IS : 12823 (Exterior grade with thermofused melamine finish, fixing with 2mm thick PVC edge bending tape on all exposed edge, size: 18.5" length x 8.5" width. Book shelf of 18 gauges thick should be made of perforated CRCA steel under the seat of the chair, Size of book shelf 16" x 17" fixed with all the legs of the chair, finish. 1. All steel frames pre-treated for anti-rust treatment (Phostfating) and proper superior quality Epoxy power coating for layer 50-60 microns. All components after epoxy powder coating should be oven baked at a temperature of 200 to 250 degree Celsius, for at least one hour and should scratch resistant, long lasting finish.
23	Perforated Student Chair (with Writing Arms Plastic with MS Frame)	Chair frame made of 19mm OD & 16 gauge thick CRCA pipe. All steel frames pre-treated for anti-rust treatment (Phostfating) and proper superior quality Epoxy power coating for layer 50-60 microns. All components after epoxy powder coating should be oven baked at a temperature of 200 to 250 degree Celsius, for at least one hour and should scratch resistant, long lasting finish.
24	Notice Board	Made of special crafted Aluminum section 16 gauge thick fixed with celutex board duly covered superior quality velvet fabric.
A		With Door (As per standard sizes)
B		Without Door (As per standard sizes)
25	White Marker Board	Made of scratch resistant ceramic surface white marker board fixed with special crafted aluminum section duly anodized magnetic & Non Magnetic. (As per standard sizes)
26	Library Table	Making supplying and placing in position the wooden Library table of size 6' - 0" x 3' - 0"x 0" and 20" high made of 19mm thick comm. board table top with a Lamination 1mm thick of approved color and matching shade with existing table teak wood moulding/half round gola of size 40x40mm all around the table top. The frame of table shall be of 2 nd class teak wood size 4" x 1" and legs shall be 3' x 2' same as existing table. The all exposed frame and legs etc. shall be in melamine polish etc. complete.
27	Lab Stools (Steel)	Made of 7/8" O.D., 18-gauge steel tubing in 3 fixed and 3 adjustable sizes with an optional backrest. The seat is a full 14" diameter with an 11 1/2" diameter Masonite board recessed into the pan and will not chip or crack. Footrings, 5/8" O.D., are welded to each leg, with 4 contact points at each leg for added rigidity. The optional backrest is 6" high and 12" wide and adjusts up/down and forward/backward.
28	Steel Sofa Set	Steel Sofa With foam customize color for fabric/leatherette
A	3 Seater	1830 W x 695 D x 670 H mm
B	Single Seater	760 W x 695 D x 670 H mm
29	Wooden Sofa Set	Wooden Sofa With foam customize color for fabric/leatherette
A	3 seater	1810 W x 780 D x 770/430 H mm
B	Single seater	810 W x 780 D x 770/430 H mm



30	3 Seater SS Chair	3 Seater Steel Chairs Rust and Water Proof. Stainless Steel seat, handles and legs, Steel Beam.325-350 kg Weight capacity Durable Parts and Supports, Whole Welded Connections etc. 52 cm Seat Bent Line: 90cm, Arm Length: 37cm, Width: 31cm, High: 4cm, Leg Length: 54cm, high: 22cm without SS base Height. BEAM: 1.7mm Thickness with Durable Screw Tube; Total Out to Out Width: 180cms Height: 80cm Depth: 64cms Weight: 26-27 Kgs
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Note: Sample of every quoted Item must be enclosed with Technical Bid, Bid(s) received without sample of Item will be summarily rejected.

Date:

Time:

Name of the bidder:

Seal & Authorized Signatory of the Firm



Annexure - IV

Financial Bid

(To be submitted on the letterhead of the company / firm)

SN	Furniture Items	Basic Price	GST (%)	Price (Including GST)
1	Computer Table			
A	4'-0"x 2'-0"x 2'-6" with three drawers box			
B	3'-0" x 2'-0" x 2'-6" without drawers box			
2	Computer Chair			
A	With Arms			
B	Without Arms			
3	Executive Table			
A	2100 x 900 x 750 mm (7' x 3' x 2.5')			
B	1800 x 900 x 750 mm (6' x 3' x 2.5')			
C	1500 x 900 x 750 mm (5' x 3' x 2.5')			
4	Executive Chair			
5	Visitor Chair			
6	Cushioned Chair (with Arms)			
7	Office Table			
A	6'-0"x3'-0"x2'-6" (One side three drawers and one side cover shelve)			
B	5'-0"x 3'-0"x2'-6" (One side three drawers and one side cover shelve)			
C	4'-0"x2'-0"x2'-6" (Only one side three drawers)			
8	Reading Chair Steel			
9	Office Chair (Canned Visitors Chair)			
A	With Handle			
B	Without Arm Rests			
10	Reading Table			



11	Steel Almirah (Big)			
12	Steel Almirah (Small)			
13	File Cabinet (Steel)			
14	Book Shelves (Steel)			
A	66" x 33" x 15"			
B	66" x 33" x 12"			
15	Open Shelves Rack (Steel)			
16	Side Wooden Rack			
17	Central Table			
A	3'-0" x 2'-0" x 1'-6"			
B	3'-0" x 2'-0" x 1'-6"			
18	Conference Table			
19	Hanging Bookshelf / Rack			
20	Wooden Stool			
21	Class Room / Lectures Theater Chair			
22	Perforated Student Chair (with Writing Arm)			
23	Perforated Student Chair (with Plastic writing Arms & MS Frame)			
24	Notice Board			
A	With Door (As per standard sizes)			
B	Without Door (As per standard sizes)			
25	White Marker Board			
26	Library Table			
27	Stools (Steel)			
28	Steel Sofa Set			
A	3 Seater			
B	Single Seater			



29	Wooden Sofa Set			
A	3 Seater			
B	Single Seater			
30	SS 3 Seater Chair			

1. I/We have gone through the terms & conditions as stipulated in the tender enquiry document and confirm to accept and abide the same.
2. No other charges would be payable by the Institute.

Date:

Time:

Name of the bidder:

Seal & Authorized Signatory of the Firm