



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES**

**IIIT – Nuzvid**

**Mylavaram Road, Nuzvid (Mandal), Krishna District, A.P. - 521202**

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**Notice Inviting Tender (Short Tender)**

**Date:28-03-2017**

**Sub:** Procurement and Supply and installation of Godrej Make Office Furniture for IIIT-Nuzvid, RGUKT.

**Ref:** IIIT/NZD/RGUKT/Short Tender/conference hall/02/2017, Date: 28-03-2017

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Tender Notice for Supply and Installation of “Various Furniture Items for the Conference hall, Make: Godrej at I-3 Building, IIIT- Nuzvid, RGUKT.

The Interested Vendors fulfilling the terms and conditions stated may submit their tenders along with the earnest money as mentioned in the tender document in sealed cover duly subscribed as:

**“Short Tender for the Purchase of Furniture Items for Conference Hall”**

The tender documents in a sealed cover should be reached on the following address by 4 P.M. on or before 07/ 04/2017 by Registered /Speed /personally/Courier.

**Address:-**

**THE ADMINISTRATIVE OFFICER  
I-3 Building, IIIT- NUZVID, RGUKT- A.P  
KRISHNA (DIST) – A.P. – 521202**

The Institute reserves the right to reject/cancel all or any of the tenders without assigning any reason there for. The tender which is conditional/incomplete/ belated/ without earnest money and Tender Document Fee, will not be entertained

**Administrative Officer  
IIIT- Nuzvid, RGUKT- A.P**

IIT- Nuzvid, RGUKT-A.P. invites sealed tenders from reputed Indian manufacturers, their authorized dealers registered firms for supply and installation of “Various Furniture Items Make: Godrej & Boyee Mfg. co. Ltd.” at Conference Hall, I-3 Building in RGUKT- Nuzvid.

1	<b>Name of the Work</b>	Supply and installation of the Furniture Items, Make: Godrej at conference hall, I-3 Building in RGUKT- Nuzvid.
2	<b>Availability of Tender Document</b>	Tender document to be downloaded from website: <a href="http://www.rguktn.ac.in">www.rguktn.ac.in</a> from 13.02.2017 to 28.03.2017.
3	<b>Document Fee</b>	1000/- (By way of DD from any Nationalized Bank in favor of “the Director, RGUIIT”, payable at Nuzvid)
4	<b>Last date for submission of Tender Documents</b>	07-04-2017, up to 4:00 PM
5	<b>Opening of the Technical Bid</b>	07-04-2017 at 4:30 PM.
6	<b>Opening of the Financial Bid</b>	07-04-2017 at 5:00 PM
7	<b>EMD</b>	20,000/- (By way of DD from any Nationalized Bank in favor of “the Director, RGUIIT”, payable at Nuzvid)
8	<b>Performance Security</b>	Nil
9	<b>Payment Terms</b>	90% payment will be made the date of satisfactory receipt installation and acceptance of equipment and remaining 10% payment will be made after obtaining satisfactory certificate from the concerned authority.
10	<b>Delivery</b>	3 weeks
11	<b>Specifications</b>	Enclosed as Annexure – I

IIT-Nuzvid intends to purchase tenders from reputed Indian manufacturers, their authorized dealers, registered firms for supply and installation of various Furniture Items for conference hall Make: Godrej for its premises at IIT- Nuzvid for which sealed tender hereby invited from the well reputed vendors as per our terms and conditions and Specifications/configurations Annexure respectively.

The Bidders shall have to furnish the offer in two separate envelopes, clearly mentioning Envelop No.01 "**Technical Bid - Short Tender for the Purchase of Furniture Items for Conference Hall**" and Envelop No.2 "**Financial Bid - Short Tender for the Purchase of Furniture Items for Conference Hall**". Both envelopes must indicate the description of the tender and then both should be placed together in one sealed cover, indicating "**Tender for the Purchase of Furniture Items for Conference Hall**".

**Tender must be sealed and all bid documents should be self attested with the stamp of the firm/company.**

The Technical bid and Financial bid will be opened on due date as mentioned in the tender document. Financial Bid of those tenderers, who qualify in the technical bid, will be opened. The financial bid will be opened in respect of only those bidders whose documents are found in order and whose items qualify technically.

### **Technical Bid/ Eligibility Criteria:**

The technical bid envelop should contain the following documents which must be attached with the technical bid:-

1. A non-refundable Tender Cost of Rs.1000/- (Rupees: One Thousand only) in favor of the “Director, RGUIIT, Nuzvid” has to be enclosed with Technical Bid Document.
2. The Earnest Money amounting to Rs.20,000 (Twenty Thousand) in the shape of Demand Draft from any nationalized bank in favor of “the Director, RGUIIT”, payable at Nuzvid must be attached with the technical bid, No payment in cash will be accepted for the same
3. The person signing the tender shall be deemed that he has the authority to sign the tender on behalf of the said company
4. The latest Income Tax Certificate, VAT Certificate along with Sale Tax registration Certificate etc. must be attached.
5. The product profile of the company along with the list of reputed firms/ offices to which the company is supplying the items.
6. Cumulative annual turnover of the bidder for the last Two years should not be less than Rs 25 lakhs.
7. Certificate from the manufacturer in case of distributor/dealer as being authorized as such

## **General Terms & Conditions:-**

1. The price should not be mentioned in the Technical bid in any form or manner. In case the prices are mentioned in the technical bid, the offer will be liable for rejection.
2. Quoting merely the lowest price does not confer any right to any bidder for award of supply order. The Institute Purchase Committee, reserves the right to select the equipment any bid under the grounds of specification compliance, technologically advanced quality, proven Performance track record, brand reputation, service backup support & training, offer of additional / special features, Compatibility with the existing System, etc.
3. The bidder should quote the Technical and Financial bid separately duly superscripted on the envelope and their offer rates in clear terms without ambiguity.
4. The price quoted should be exclusive of all taxes.
5. Copy of terms & conditions along with price bid format as issued by the institute has to be closed after duly signed by the bidders.
6. The furniture items shall be supplied & installed at IIIT- Nuzvid, RGUKT within 21 days from the date of supply order.
7. The last date for submitting the complete bid is on or before 29<sup>th</sup> March, 2017 at 04:00P.M. The bid will be opened on 29<sup>th</sup> March, 2017 at 4:30 P.M. The Bidder or their authorized person may be present on the date of opening of Bid.
8. The quantity as mentioned may be increased or decreased as per requirement of the Institute.
9. An EMD Technical Bid would be returned to the unsuccessful bidders at the earliest. However the EMD shall be returned to the successful bidder after successfully installation of the items.

10. Bidder must be authorized by the manufacture for participating in this tender'
11. No advance will be paid, Full payment would be settled only after delivery and installation and satisfactory certificate of all furniture items at IIIT- Nuzvid, RGUKT- A.P
12. All product should be genuine, Quality control will be maintained by supplier and material will not be repaired instead complete item will be replaced by new item.
13. The Institute reserves the rights to alter the specifications of any item
14. The Tenderer has to submit a copy of their registration certificates, their work experience profile. Copy to be furnished.
15. Wherever there is a discrepancy in the quoted figures and words, the amount quoted in words will be taken as final.
16. The Last date for receipt of the bid is marked in the enquiry. In case the above date is declared a holiday for IIIT- Nuzvid and the bids will be received up to the appointed time on the next working day.
17. Bid received after the deadline of receipt indicated in tender schedule, shall not be taken into consideration
18. The bidder has to sign in full and stamp at all pages of the bid document
19. In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, RGUKT- Nuzvid shall be final.
20. Technical Specifications and Brochure are to be submitted along with Limited Tender documents.
21. Kindly read both the Instructions and Terms properly and see that instructions and terms are fully understood and complied. No correspondence shall be entertained in case your quotation is rejected on ground of not complying with our instructions, terms and conditions. In case of doubt please contact us at the Administrative Office.

**TENDER PAPER FOR TENDER FOR THE PURCHASE OF FURNITURE ITEMS  
FOR CONFERENCE HALL**

1. COST OF TENDER PAPER: Rs. 1,000 (Rupees One Thousand Only)

2. AVAILABILITY OF TENDER PAPER:

**3. INSTRUMENT OF PURCHASE OF TENDER PAPER**

Demand Draft/Pay Order No..... Dated ...../...../ 2017 (DD / Pay Order in favor of "The Director, RGUIIT" to be attached with tender paper)

To be filled in by the bidder

Bidder Name and Address with Mobile No.:

M/s. ....  
.....  
.....

**TAN/PAN No. of the Bidder:**

**CST/TIN No. of the Bidder:**

**E.M.D (Refundable):Rs.20,000/- (Twenty Thousand)** in Demand Draft/Pay Order No..... Dated ...../...../ 2017 (DD / Pay Order in favor of "The Director, RGUIIT" to be attached with tender paper).

Date:



Seal.



### BIDDER INFORMATION

1	Name of the organization	
2	Year of establishment	
3	Registered Office Address	
4	Phone No.	
5	Fax No.	
6	Email	
7	Total No. of branch offices in AP	
8	Whether Suppliers	Yes/No
9	Details of EMD furnished	
10	Details of certificates enclosed.	



**ANNEXURE - A**  
**SPECIFICATIONS**

S. No	Image	Item Description	Specifications
1		Senate Conference Table With Wire Manager 28 Seater	<p>Dimensions: Single Seater–760mmWx 600mmD, Two Seater–1370mmWx 600mmD Half Round(2 Seater)–Radius 713 mm. Quarter Round(1 Seater)–Radius 713mm. Work surface: Top thickness: 37.5mm(18mm+18mm baton &lt;skirtings&gt;+1mmDL+0.4mm membrane) Edge profile: Waterfall edge with radius of 18mm on top edge. Legs: Made from 36mm PPB(18+18) having a straight profile with half round edges and clad with 0.6mm thick post-forming laminate. Overall thickness of leg: 38mm. Modesty Panel: Made from PLT(pre-laminated Twin)boards of 18mm thick. MATERIAL: Substrate: MDF Skin: PVC Membrane foil (0.4mm thick) clad on the substrate of MDF using PU glue for better adhesion. This foil is pre-coated with a layer of polyurethane for better scatch resistance.</p>
2		Leoma High Back Chair With HR	<p>SEAT/BACK ASSEMBLY: The seat is made up of insert moulded Polyurethane Foam upholstered with foam, laminated mesh fabric. The insert moulded foam is assembled over a load bearing plastic seat cover. The back is made up of two piece injection moulded frame. The inner frame is upholstered with mesh fabric and mounted on the main assembly. The back has adjustable lumbar support for achieving comfortable seating posture. Sub Assembly Seat size = 52.5 cm Width, 51 cm Depth, Sub Assembly Back size= 48.5 cm Max Width, 62 cm Ht. Effective Back Ht from Seat = 57 cm, POLYURETHANE FOAM: The polyurethane foam for seat is moulded with density = 75 ±4 kg/m3 and Hardness = 34 ± 4. ARMRESTS (ADJUSTABLE) (for PCH 9M01A/9M02A): The armrest top is injection moulded in polyurethane and mounted on the injection moulded height adjustable type armrest. The armrest height is adjustable up to 4.5cm in 3 steps &amp; width adjustable. Arm-Top Out to Out Dim = 62 to 65 cm ArmTop Centre to Centre Dim = 53 to 56 cm FRONT PIVOT SYNCHRO MECHANISM: The mechanism is designed with the following features: 360° revolving type, Single point control. Front pivot for tilt with feet resting on ground ensuring more comfort, Tilt tension adjustment, 3position locking with antishock feature CONNECTING SPINE BRACKET: spine bracket is made of Aluminium diecast piece connecting back with mechanism. ADJUSTABLE NECK REST ASSY ONLY FOR (9M01T): Neck rest assy is made of polyurethane foam upholstered with foam laminated mesh fabric. The neck rest assy is mounted on the top of back. It can be adjusted up to 45mm up-dn and has angular adjustment of 30° PNEUMATIC HEIGHT ADJUSTMENT: The pneumatic height adjustment has an adjustment of 8.5 cm. PEDESTAL ASSEMBLY: Pedestal is made of Die cast Aluminium fitted with 5 nos. twin wheel castors (castor wheel, dia. 6.0 cm). The pedestal is 65.0cm. Pitch center dia. (71.0 cm with castors).</p>

3		Pulse Mid Back Chair	<p>The seat is made up of <math>1.2 \pm 0.1</math>cm thk. hot pressed plywood measured as per QA method described in OCP-QLTA-PL14-18. The Back is made up of injection moulded glass filled nylon &amp; upholstered using Net fabric with high tenacity yarn. 47.0 cm. (W) x 51.5 cm. (D), back 45.0 cm. (W) x 65.3 cm. (H). The HR polyurethane foam is moulded with density <math>=55 \pm 2</math> kg/m<sup>3</sup> and hardness <math>16 \pm 2</math> kgf as per IS:7888 for 25% compression. The armrests have an Up-Down adjustment of <math>8.5 \pm 0.5</math>cm which is provided in armrest structure. Armrest Top has an integrated layer of Thermoplastic Elastomer (TPE). The armrests is made of plastic injection moulded nylon with textured top. The Lumbar support consists of polypropylene pad with moulded polyurethane foam &amp; covered with polyester fabric. The Height of Lumbar pad can be adjusted through two projecting knobs provided on the rear side of the pad. Lumbar pad has an adjustment of <math>8.0 \pm 0.5</math> cm in height. FRONT PIVOT SYNCHRO MECHANISM, The Neckrest assembly consist of polypropylene pad with moulded polyurethane foam &amp; covered with polyester fabric. PNEUMATIC HEIGHT ADJUSTMENT, The pedestal is injection moulded in black 30% glass-filled Nylon and fitted with 5 nos. twin wheel castors. The twin wheel castors are injection moulded in black Nylon.</p>
4		7004 Study Chair With Desklet	<p>SEAT/BACK ASSEMBLY: The seat and back are made up of <math>1.2 \pm 0.1</math>cm. thick hot pressed plywood measured as per QA method described in OGP-QL TA P14-18 and upholstered with fabric and moulded Polyurethane foam with PVC lipping all around. The back foam is designed with contoured lumbar support for extra comfort. *PCH-7004 (MID BACK) SIZE: 49.0cm. (W) X 47.0cm. H). * SEAT SIZE: 49.0cm. (W) X 44.0cm. (H). HIGH RESILIENCE (HR) POLYURETHANE FOAM: The HR polyurethane foam is moulded with density = <math>45 \pm 2</math> kg/m<sup>3</sup> and Hardness load <math>16 \pm 2</math> kgf as per IS:7888 for 25% compression. TUBULAR FRAME: The tubular frame is cantilever type &amp; made of <math>0.254 \pm 0.03</math>cm. x <math>0.2 \pm 0.016</math>cm. M.S. E.R.W. tube and black powder coated ( DFT 40-60 microns ).The Armrest Tube of <math>0.254 \pm 0.03</math>cm. x <math>0.2 \pm 0.016</math>cm. M.S. E.R.W. tube is welded to mainframe. The desklet is fitted on the right hand side. DKLET ASSEMBLY: The wooden desklet is made of <math>1.8 \pm 0.05</math>cm. thk. pre-laminated particleboard with <math>0.15 \pm 0.03</math>cm. thk. P.V.C lipping all around. SIZE: <math>58.0 \pm 0.1</math>cm. (W) x <math>29.0 \pm 0.1</math>cm. (D). ARMRESTS: The one-piece armrests are made of black integral skin polyurethane foam with 50-70 Shore hardness and reinforced with M.S. insert . The armrests are scratch and weather resistant. PAPER TRAY: The paper tray is made of <math>0.4 \pm 0.005</math>cm. M.S. wire spot welded to form a mesh. SIZE: <math>35.0 \pm 1.0</math>cm. (W) x <math>36.0 \pm 1.0</math>cm. (D) x <math>12.5 \pm 1.0</math>cm. (H)</p>

**PRICE BID**

<b>S.No</b>	<b>Item Image</b>	<b>Item Description</b>	<b>Specifications</b>	<b>Unit Price</b>	<b>Qty</b>	<b>Total Amount (Rs)</b>
1		Senate Conference Table With Wire Manager 28 Seater			28	
2		Leoma High Back Chair With HR			4	
3		Pulse Mid Back Chair			26	
4		7004 Study Chair With Desklet			11	
				VAT @___%		
				CST @___%		
				Other Taxes if any (clearly mention here) @___%		
				Transportation Charges		
				Total Amount		

Date:

Signature  
Company Seal and Signature