

مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY

(Accredited with 'A' Grade by NAAC)



PURCHASE & STORES SECTION

No. MANUU/Purchase/F.10/2016-17/2320

8th March 2017

To

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Sub: MANUU - Purchase & Stores Section – Procurement of furniture for Saiyid Hamid Library of the University – Limited Tender Enquiry – Reg.

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Sir,

The University intends to purchase furniture for Saiyid Hamid Library of the University as per the quantity and specification mentioned below from the original manufacturers / Government Organisation/ reputed suppliers only. You are requested to submit the tender in sealed envelope as per Annexure-I along with EMD of Rs.20,000/- on or before **15.03.2017 at 3:00 p.m.** and the tender will be opened on the same day at **3:00 p.m.**

Sl.	Item Description	Qty.
1	Arrive Godrej make or equivalent Main Desk: MDF + Veneer + PU coating; Size: 3600Wx1080Dx750H Top thickness: 90mm (01 no.)	01 set
2	Mobile Cabinet: MDF + Veneer + PU coating; Size: 1900Wx480Dx550 Top thickness: 25mm (01 no.)	
3	Pedestal: MDF + Veneer + PU coating; Size: 480Wx640Dx600H (01 no.)	
4	Back Unit: MDF + Veneer + PU coating & Glass; Door Size: 1000Wx480Dx2035 H; Glass thickness: 5 mm	
5	Chair: (Sedna or equivalent) Size: 75.0cmWx75.0cmDx113.5-138.0cmH Seat Height: 41.0-51.0 cm.	01

Terms & Conditions:

1. Price's are to be quoted both in figures and in words. In case of a discrepancy in the quoted rates, that prices quoted in words/ lowest amount will be taken as valid.
2. The bidders must be reputed firms / Govt. Organization /Original Manufacturers (OM) / authorized dealers and should have office in Hyderabad. Authorisation letter / certificate from Original Manufacturer specific to this tender to be enclosed, failing which the bid will be rejected.
3. The bid must mention the specifications as per the Annexure – I.
4. The quantity included in the bid can be increased or decreased at the discretion of the Competent Authority, Maulana Azad National Urdu University Hyderabad.

5. The supply of said items has to be made within a period of two weeks from the date of receipt of purchase order. Penalty of 0.5% cost of the whole supply for every week for late supply will be deducted from the bill up to the maximum of 10% after which the order will remain cancelled. Item offered in the tender enquiry may be re-ordered at the same rate, terms & conditions within a period of twelve months/one year.
6. The amount quoted should include all the charges including taxes, transportation, installation etc.
7. All pages of the tender document are to be signed and stamped by the tendering firm and to be attached along with the bids.
8. Conditional bids not accepted.
9. The firms should submit EMD of Rs.20,000/- in the form of DD drawn in favour of MANUU payable at Hyderabad.
10. The tender cost and / or bid security (EMD) will be exempted for the firms registered with MSME, NSIC, NCCF, Kendirya Bhandar or any Govt. agency concerned, as per GoI norms on submission of documentary proof along with the bid.
11. L-1 firm should submit performance guarantee to the extent of 10% of purchase order including EMD in the form of DD/Fixed Deposit/Bank Guarantee of a scheduled Bank in favour of MANUU, Hyderabad which would be released 60 days after fulfilling the tender obligations.
12. The University reserves all the rights to place the order item wise with the firm quoted L-1 rates.
13. The items should be of one year replacement warranty.
14. For any query/clarification, you may contact Purchase & Stores Section.
15. The University reserves all the rights to reject or accept any tender without assigning any reason or cancel or withdraw the tender notice.
16. In case of any dispute, Hyderabad will be the Jurisdiction. The Registrar, Maulana Azad National Urdu University, Hyderabad shall decide the issue and his decision will be final and shall be binding on the both parties.

Sd/-
Assistant Registrar
(Purchase & Stores)

Annexure –I

Sl.	Item Description	Qty.	Brand & Model	Price (inclusive of all taxes, transportation, installation etc.,)
1	<u>Arrive Godrej Make or equivalent Main Desk</u> : MDF + Veneer + PU coating; Size: 3600Wx1080Dx 750H; Top thickness: 90mm (01 no.)	01 set		
2	<u>Mobile Cabinet</u> : MDF + Veneer + PU coating; Size: 1900Wx480Dx 550; Top thickness: 25mm (01 no.)			
3	<u>Pedestal</u> : MDF + Veneer + PU coating; Size: 480Wx640Dx600H (01 no.)			
4	<u>Back Unit</u> : MDF + Veneer + PU coating & Glass; Door Size: 1000Wx480Dx2035 H Glass thickness: 5 mm (01 no.)			
5	<u>Chair</u> : (Sedna or equivalent) Size: 75.0cmWx75.0cmDx113.5-138.0cmH Seat Height: 41.0-51.0 cm.	01 no.		

Place:.....
Date:

Signature of the authorized
representative of the firm with stamp