

مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY
(A Central University established by an Act of Parliament in 1998)
Polytechnic
BANGALORE



TENDER DOCUMENT (I)

FOR SUPPLY AND INSTALLATION OF FURNITURE AT POLYTECHNIC BANGALORE.



**LAST DATE & TIME OF SUBMISSION
OF TECHNICAL-CUM-FINANCIAL BIDS**

**16-12-2016
at 11.00 a.m.**

**DATE & TIME OF OPENING OF
OF TECHNICAL-CUM-FINANCIAL BIDS**

**16-12-2016
at 11:30 a.m.**

**Cost of Application Rs. 1000/-
EMD Rs. 41000/-**

TERMS AND CONDITIONS

1. The tenders are invited for the supply and installation of Furniture at MANUU Polytechnic, Bangalore in sealed envelopes.
2. Bidders must be Original Manufacturers / Government Organization / authorized dealers / reputed firm and should have service after sale at Bangalore and to furnish the addresses of service centers with telephone number along with technical-cum-financial bid.
3. The Govt. firm, ISO/ ISI certified firms / OEM will be preferred; however the firm should enclose valid ISO / ISI certificate, TIN / PAN certificate if any.
4. The technical-cum-financial bid should be submitted in sealed envelope to the **Principal**, MANUU Polytechnic, 8th Cross, 1st Stage, 3rd Block, Nagarbhavi, Bangalore - 560072 by **16-12-2016** on or before **11.00 a.m.** Tenders received after due date and time will not be considered. The technical-cum-financial bid will be opened on the same day at 11.30 a.m. in the presence of vendors or their authorized representative. The representative should bring the authorization letter from their vendor to attend the tender opening committee meeting.
5. The filled-in tender form without requisite **EMD of Rs. 41000/- and tender form cost of Rs. 1000/-** (even if the tender form is downloaded from University Website www.manuu.ac.in) will not be considered and both are to be drawn separately, in favour of MANUU payable at Hyderabad.
6. The Technical-cum-Financial Bid should be accompanied with an EMD as per rule. The EMD of unsuccessful bidders will be returned without any interest. The EMD of the successful bidder will be returned without any interest after the receipt of performance security.
7. 90% payment of the purchase order will be released after satisfactory supply, installation of the equipment to the satisfaction of the University/Institute authorities and balance 10% payment will be retained as performance security and later released after completion of warranty period or against submission of the bank guarantee of the same amount (i.e. 10%) to cover the warranty obligations for the supplied equipments. The performance security shall be released after a period of 60 days beyond the warranty period.
8. Total value is to be quoted both in figures and in words.
9. Detailed specifications, make, model, catalogue/literature of all the items quoted should be supplied with the technical-cum-financial bid. Incomplete Bid / inadequate specification etc., in any respect are liable to be rejected.
10. The company should indicate the financial turnover during the last three years. Legible photocopy of orders of different organizations booked during the last one year should be attached.
11. The rates quoted in technical-cum-financial bid against each item should be inclusive of all taxes, levies, octroi, freight, insurance, transportation, forwarding, installation, labour charges etc.
12. All the equipments should be with onsite comprehensive warranty for minimum period of one year or as per OEM (Original Equipment Manufacturers) warranty period, whichever is later after satisfactory installation and agreed by the University/Institute.
13. The firm should attend the fault within 24 hrs from the booking time and during warranty to attend the fault free of cost.
14. Each firm should clearly specify that the tenderer agrees to abide by the conditions of this tender document on their printed letter head.
15. The firm has to provide training on the equipment supplied to the Institute staff at free of cost to the satisfaction of the University/Institute.

16. The firm has to quote as per the required specification, however higher configuration can be considered by the University.
17. The supply and installation has to be made within a period of six weeks from the date the issue of Purchase Order by the University/Institute. In case, the firm fails to supply the equipment in the specified time, 0.5% value of the unsupplied items for every week as late supply charges may be deducted from the bill to the maximum of 10% after which the order may be cancelled and Earnest Money deposited will be forfeited.
18. For award of purchase order, the item level rates will be compared and not the total value of the bid. Further, without any purchase commitment, inspection/demonstration should be arranged in Bangalore at the cost of the supplier for the quoted items. Upon examining the samples, if it is found that the samples are not of requisite specifications or quality is not to the satisfaction of the authorities, the same shall not be considered for purchase even if it corresponds to the least price among all bids.
19. Item offered in the tender can be re-ordered at the same rate, terms & conditions within a period of twelve (12) months.
20. All pages of the tender document are to be signed and stamped by the tendering firm in agreement of the terms and conditions of the tender and attach the same along with the technical-cum-financial bid.
21. The University reserves all rights to reject or accept any tender without assigning any reason or cancel or withdraw the tender notice.
22. The University / Institute reserves the right to place part / full order against the items chosen from a given bid.
23. If at any time, any question, dispute or difference whatever shall arise between two parties upon or in relation to or in connection with this Tender document, either of the parties may give to the other notice in writing of the existence of such question, dispute or difference and the same shall be referred to two Arbitrators one to be nominated by the First Party and the other to be nominated by the Second Party. Such a notice of the existence of any question dispute or difference in connection with this Tender document shall be served by either party within three months of the beginning of such dispute failing which all rights and claims under this Tender document shall be deemed to have been forfeited and absolutely barred. Before proceeding with the reference the Arbitrators shall appoint/nominate an umpire, in the event of the Arbitrators not agreeing in their award, the Umpire appointed by them shall enter upon the reference and his award shall be binding on the parties. The venue of the arbitration shall be at Hyderabad (Telangana, India). The Arbitrators/Umpire shall give a reasoned award.
24. The provision of the Indian Arbitration Act in force and of rules framed there under and any statutory modifications thereof shall be deemed to apply and be incorporated in this Tender document.
25. Upon every or any such reference, the cost of any incidentals to the reference and award(s) respectively shall be at the discretion of the Arbitrators or in the event of their not agreeing, of the Umpire appointed by them may determine the amount thereof or direct the same to be fixed as between solicitors and client or as between parties and shall direct by whom and in what manner the same shall be home and paid.
26. The courts at Hyderabad alone will have the jurisdiction to try any matter, dispute or reference between the parties arising out this Tender document. It is specifically agreed that no court outside and other than Hyderabad courts shall have jurisdiction in the matter.

Place: Bangalore

Date:

Sd/-

Registrar

Maulana Azad National Urdu University

Requirement and specification of Furniture:

Sl.	Item	Specifications	Required Qty.
1.	Principal Table (3 unit set)	<ul style="list-style-type: none"> Size : L 1800 x D 900 x H 760mm Mat type Glass on table top with pen tray Side computer table with provision for CPU, UPS & Printer on one side with Pullout Keyboard tray (with metallic ball bearing slides) at centre of the table. Provision of one drawer & cupboard with lockers along with 3 set of keys & fixed with bottom wheels. Material : ply with pre- laminating sheet 	01
2.	Principal Chair	<ul style="list-style-type: none"> High back neck rest (cushion back) Rotatable & Height adjustable arms Provided Push back with Chrome Base & cushion Five wheel rotatable metal legs with height adjustment 	01
3.	Office Computer Table (drawing / image enclosed)	<ul style="list-style-type: none"> Size: L 1400 x D 700 x H 760mm Provided with pullout key board tray (with metallic ball bearing slides) Provided with one drawer & small cupboard on one side with locks. Provision for CPU, printer on the other side. Made of 18mm thick laminating plywood sheet with L-clamps at appropriate places Matte finish laminate PVC edge tape 3mm 	04
4.	Executive Office Table (2 ½ x5ft one side 3 draw) (for Staff) (drawing / image enclosed)	<ul style="list-style-type: none"> Size: L 5 x D 2.5 x H 2.5 ft Frame: Made of 16G, 1" Square pipe, dark brown colour Anti-corrosion, red –oxide coated with powder coated paint as per ISO Provision of three drawers at right hand side Drawer has to be with 18G gauge sheet with lockers. Matte finish laminate PVC edge tape 3mm 	18
5.	Office Chair (for Staff)	<ul style="list-style-type: none"> Low back (cushion type) Dark Blue Colour Rotatable & Height adjustable arms Provided Push back with Chrome Base & cushion Five wheel rotatable metal legs with height adjustment 	10
6.	Almirah (for Labs and Staff)	<ul style="list-style-type: none"> Size: W 900 x D 500 x H 1950 mm Material:18G gauge steel sheet Provision with four shelves Locker to be made with SS materials with three set of keys Anti-corrosion, red –oxide coated with spray painted as per ISO Gray color. 	51
7.	Lab Table 4x2 (For Staff) (drawing / image enclosed)	<ul style="list-style-type: none"> Size: L 4 X D 2 x H 2.5 ft Frame: Made of 16G, 1" Square pipe Anti-corrosion, red –oxide coated with powder coated paint as per ISO with dark brown colour Provision of one drawer at right hand side fixed pedestal with a stationery gap Drawer has to be with 18G gauge sheet with locker Matte finish laminate PVC edge tape 3mm 	07
8.	Computer Lab Stools and lab Stools for Students (Stools) (drawing / image enclosed)	<ul style="list-style-type: none"> Round perforated steel seat of diameter 14.5 inch with back support of 1 ft Height: 20 inch Frame made up of 1" round steel pipe with four legs provided with bushes (non-wheel), Anti-corrosion, red –oxide coated with powder coated paint as per ISO Colour Black 	90
		<ul style="list-style-type: none"> Round perforated steel seat of diameter 14.5 inch Height: 26 inch Frame made up of 1"round steel pipe with four legs provided with bushes (non-wheel), Anti-corrosion, red –oxide coated with powder coated paint as per ISO. Colour Black 	40
9.	Computer Tables (For Students) (drawing / image enclosed)	<ul style="list-style-type: none"> Size: L 750 x D 450 X H 760mm Frame: Made of 16G, 3/4" Square pipe, anti-corrosion, red –oxide coated with powder coated paint as per ISO with dark brown colour Provision for CPU on one side Provided with pullout key board tray (with metallic ball bearing slides) Made of 18mm thick laminating plywood sheet. Matte finish laminate PVC edge tape 3mm 	81
10.	's' type chairs with arms	<ul style="list-style-type: none"> 1" pipe made of MS round pipe, anti-corrosion, red–oxide with powder coated paint as per ISO with bottom bushes Seating floor must be made with wood frame and thick mesh wire Low back wooden frame with thick wire mesh Wooden arms mounted on pipe frame Paint must be powder coated (gray color) 	06
11.	Book Shelves (for Library) (drawing / image enclosed)	<ul style="list-style-type: none"> Four shelves with swing glass door with lock and 3 sets of keys Dimension: Size: W 900 x D 500 x H 1950 mm Locker to be made with SS materials with three set of keys Anti-corrosion, red–oxide coated with spray painted as per ISO 16 gauge, Colour Gray 	10

12.	Lab Workbench (Electronics Lab) (drawing / image enclosed)	<ul style="list-style-type: none"> • Frame Size: 6' Lx2.25'Dx3'H made of 16G, 1" Square pipe, Anti-corrosion, red –oxide coated with powder painted as per ISO with dark brown colour • Provision of cupboards at bottom with lockers with 3 set of keys. Cupboards 3 Nos. front facing with 1 shelf in each cupboard • Provided with vertically mounted 3-pin 5A, 4x2 nos sockets with single switch (for each set of 4 sockets) side by side with red light indicator • Provided with elevated shelf for equipments of size 6' L x 15"D x 18"H • 18mm thick, laminated sheet of plywood. • Matte finish laminate • PVC edge tape 3mm 	05
13.	Lab Tables (for Physics Lab) (drawing / image enclosed)	<ul style="list-style-type: none"> • Size: L 1400 x D 700 x H 850mm • Top laminated plywood sheet with 18mm thick at top • Frame: Made of 16G, 1" Square pipe anti-corrosion, red –oxide coated with powder coated paint as per ISO with dark brown colour • Matte finish laminate • PVC edge tape 3mm 	05
14.	Student Chairs (1 Seater) (drawing / image enclosed)	<ul style="list-style-type: none"> • Steel chair with iron writing pad of 3mm thickness and should be movable. • Perforated steel sheet for seat and back rest • The gauge of the sheet and pipe should be 16 gauge with ¾" inch round pipe with anti-corrosion, red –oxide coated with powder coated paint as per ISO. • Provided with bottom bushes with leg rest • Black colour 	150
15.	Multipurpose Tables (drawing / image enclosed)	<ul style="list-style-type: none"> • Size: L 1400 x D 700 x H 760mm • Top laminated plywood sheet with 18mm thickness • Frame: Made of 16G, 1" Square pipe anti-corrosion, red –oxide coated with powder coated paint as per ISO with dark brown colour • Matte finish laminate • PVC edge tape 3mm 	04
16.	Classroom Podiums (drawing / image enclosed)	<ul style="list-style-type: none"> • Made of high quality laminated plywood with slanted surface • Size: 47" H X 24" W X 18" D • Concealed storage area with a shelf at a height of 36" • Matte finish laminate • PVC edge tape 3mm 	02
17.	Library Reading Chairs (drawing / image enclosed)	<ul style="list-style-type: none"> • Steel chair with arm rest (non-cushion) • Perforated steel sheet for seat and back rest • The gauge of the sheet and pipe should be 16 gauge with ¾" inch round pipe with anti-corrosion, red –oxide coated with powder coated paint as per ISO. • Provided with bottom bushes with leg rest • Black colour 	20
18.	Engineering Drawing Table (drawing / image enclosed)	<ul style="list-style-type: none"> • Board Size: 900 x 650mm(A1 size drawing sheet) • Table size: 915mm (back) x 1030mm (front) • Well-seasoned pine wood of 25mm thick prevent with warping • Bottom battens for rigidly holding to frame. • Providing working edge for T-square at left hand side of board • Provision with books, bags holding system at Engineering Drawing Board • Frame made of 16G, 1" square pipe with anti-corrosion, red –oxide coated with powder coated paint as per ISO with dark brown colour 	40
19.	White cum Green Board (for Labs)	<ul style="list-style-type: none"> • Size: 6'x4' wall mounted board made of standard material. • Material: Partition of board into 2 parts; one green (3'x4') ceramic (chalk board) and another white board (3'x4'). • Provided with Aluminum frame at boundaries • Full length provision for duster, markers & chalk holder. 	07
20.	Notice Board 4x3 pinup 3 with lock 2 (drawing / image enclosed)	<ul style="list-style-type: none"> • Made of kail wood fitted with glass, depth 6" back closed board with paper holding sheet. • Thickness of glass 6 mm with lock and key facility. 3 sets of keys. • Provision of 2 swing doors made up of 1/2" square mesh with wooden frame with locking system. 	05
21.	News Paper Stand double side (drawing / image enclosed)	<ul style="list-style-type: none"> • Double sided News Paper Stand made up of 25mm laminated plywood fixed on pipe frame. • Size: 3.5'X3'(inclined side)X2.5'LX2'D • Table Frame made up of 1 square inch MS pipe anti-corrosion, red –oxide with powder coated paint as per ISO with dark brown colour • Provided with bottom bushes • Matte finish laminate • PVC edge tape 3mm 	02
22.	Open Racks (Students Bag Holding Shelves for Labs) (drawing / image enclosed)	<ul style="list-style-type: none"> • Size: 6'x 3'x 1.5' • 18G MS, 5 open Shelves • Slotted Angle fitted with nuts and bolts. • All metal surfaces/parts shall be given antirust treatment, red –oxide & shall be powder coated with epoxy polyester powder as per ISO • Grey Colour 	07

Note: The selection of colour and design of decolam will be made at the time of issue of Purchase Order.

Technical-cum-financial bid against requirement of Furniture in Tender (I): To be utilized by the bidder to quote their prices item wise.

Sl.	Item with Specifications	Required Qty.	Make & Model	Unit Rate	Tax %	Total Value (Including taxes & all charges etc)	Variation in specification , if any (to be filled by the firm)
1.	Principal Table (3 unit set) <ul style="list-style-type: none"> Size : L 1800 x D 900 x H 760mm Mat type Glass on table top with pen tray Side computer table with provision for CPU, UPS & Printer on one side with Pullout Keyboard tray (with metallic ball bearing slides) at centre of the table. Provision of one drawer & cupboard with lockers along with 3 set of keys & fixed with bottom wheels. Material : Ply with pre- laminating sheet 	01					
2.	Principal Chair <ul style="list-style-type: none"> High back neck rest (cushion back) Rotatable & Height adjustable arms Provided Push back with Chrome Base & cushion Five wheel rotatable metal legs with height adjustment 	01					
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4.	Executive Office Table (2 ½ x5ft one side 3 draw)(for Staff) (drawing / image enclosed) <ul style="list-style-type: none"> Size: L 5 x D 2.5 x H 2.5 ft Frame: Made of 16G, 1" Square pipe, dark brown colour Anti-corrosion, red –oxide coated with powder coated paint as per ISO Provision of three drawers at right hand side Drawer has to be with 18G gauge sheet with lockers. Matte finish laminate PVC edge tape 3mm 	18					
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Declaration: It is hereby declared that the firm has carefully read and understood the tender document and hereby agrees with all the clauses, terms and conditions therein.

Place:
Date: 2016

Authorized signatory of
the firm along with seal

Drawings / Images for the furniture

Note: All the drawings / images are indicative. The exact item should match the specifications in the tender document and not the drawings/images.

Office computer table (Si.No:3)



Executive Office Table (Si.No:4)



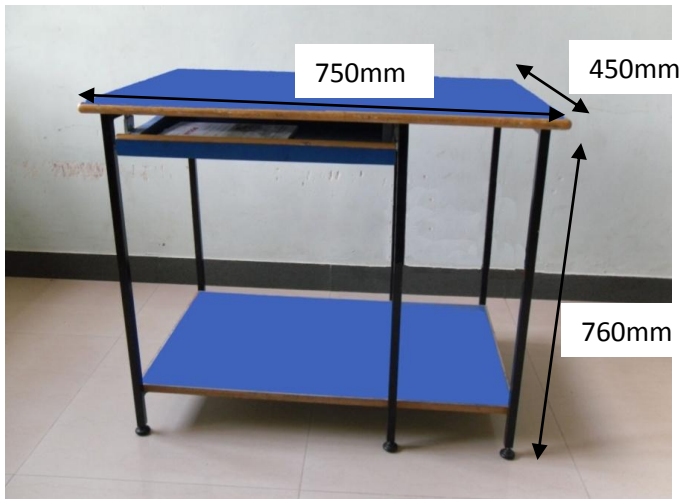
Lab Table 4x2 (For Staff) (Si.No:7)



Computer Lab Stools and lab Stools for Students (Si.No:8)



Computer Table (Si. No:9)



Book shelves (Si.No:11)



Lab Workbench (Electronics Lab) (Si.No:12)



Lab Tables (for Physics Lab) (Si.No:13)



Student Chairs (1 Seater) Pad should be of steel (Si.No:14)



Multi-purpose Table (Si.No:15)



Classroom Podium (Si.No:16)



Library Reading Chairs (Si.No:17)



Engineering Drawing Board with Pine Wood (Si.No:18)



Notice Board (to be provided with mesh) (Si.No:20)



News paper stand (Si.No:21)



Open Racks
(Students Bag Holding Shelves for Labs) (Si.No:22)

