



MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)
(Accredited "A" Grade by NAAC)

MANUU POLYTECHNIC – DARBHANGA

Ref. No.: MANUU/Poly/DBG/2016-2017/

Date: 22.03.2017

To,

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Subject: Purchase - Supply and installation of furniture at MANUU Polytechnic Chandanpatti Laheriasaria Darbhanga- Limited Tender Enquiry - reg.

Sir,

The University intends to procure furniture for **MANUU Polytechnic Chandanpatti Laheriasaria, Darbhanga** of the University as per the specification mentioned below from the original manufacturer/authorized supplier/ Govt. organizations. You are requested to submit quotations in sealed envelope on a printed letter head of the firm consisting the details as per attached proforma on or before 28.03.2017 March, 2017 by 11:00 AM and the tender will be opened on the same day at 11:00 a.m. in the presence of prospective bidders.

Limited Tender Document for the Procurement of Furniture at MANUU Polytechnic Darbhanga

S. No.	Particulars	Quantity required
1	Arm Chairs: S Type Chair mesh seat and back iron frame with arm. Specs. S type single frame with full arm made out of 14 gauge tubular pipe with additional reinforcement at the corner fitted. Size: (H830(450)XW-530XD)565MM	1
2	Lab Stools (Metal frame) with S.S. top : Lab stool mesh sheet a) Circular mesh sheet, without arm, four legs. b) Size: 300L X 300W X600 H mm with thick pre laminated particle board seat, fitted on 10 gauge circular pipes.	20
3	Student Chair : Chair of size (840x460X400)mm of 1mm thick steel mesh seat, back rest of 1mm thick steel mesh sheet of semi circular shape having 200mm radius minimum , rotatable cantilever writing pad of 2.25 mm steel sheet along with, left side arm with Polyurethane armrest, bottom having 18 gauge sheet shelf for keeping books, fitted on 10 gauge tubular steel frame.	40
4	Lab Table: Size 439W x 729D x 536H. thick ply water proof with sun mica coted top thickness enhanced with three drawer single side and a key board drawer in centre.	04
5	Rack (a) file rack four drawer Size: 53' X18' X24' (Height X width X Depth) Metal body Specs:- 4 dr filing cabinet made of 20-22 gauge high quality cold rolled close annealed (CRCA) sheet anticorrosion treated components, treated with seven step anti corrosion process. Central lock mechanism, overall size (1290X474X620)	01

Terms & Conditions:

- Prices are to be quoted both in figures and in words. In case of a discrepancy, the rates quoted in words/ lowest will be taken as valid.
- The bidder should be a reputed firm. OR



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- The bidder should be a direct manufacturer or authorized dealer of the above item(s).
3. Incomplete Bids in any respect are liable to be rejected.
 4. The bid must mention the specifications as per the Annexure - 1 and to submit the sample as required by the University.
 5. The quantity included in the bid can be increased or decreased at the discretion of the Competent Authority, Maulana Azad National Urdu University Hyderabad.
 6. The supply of said items has to be made within a period of two weeks from the date of issue of supply order. For late supply a penalty at 0.5 % of the value of the supply will be deducted from the bill to the maximum of 10% of the value after which the order will remain cancelled. In case, the firm supplies inferior quality, the University may at its decision reject the entire material and impose penalty.
 7. Item offered in the tender enquiry may be re-ordered at the same rate, terms & conditions within a period of twelve months/one year.
 8. The amount quoted should include all the charges including taxes, transportation, etc.
 9. All pages of the tender document are to be signed and stamped by the tendering firm and to be attached along with the bids.
 10. Conditional bids are not accepted.
 11. If any manufacturing defect is found till one year / warranty period from the date of supply, the firm should replace the part/item on their own cost within one week from the date of such complaint.
 12. The firms registered under small scale / medium scale industries (NSIC, MSME, NCCF, Kendriya Bhandha etc.) claiming exemption for the tender cost or EMD as per GoI norms shall produce the necessary certificate for consideration.
 13. The University reserves all the rights to place the order items-wise with the firm quoted L-1 rates.
 14. The firms should submit Rs. 3000/- as EMD in the form of DD drawn in favour of MANUU payable at Hyderabad.
 15. The L-1 firms should submit 10% as performance guarantee in the form of DD/Bank guarantee from scheduled bank drawn in favour of MANUU payable at Hyderabad which would be valid for 60 days beyond the warranty period.
 16. For any query/clarification, you may contact Principal, MANUU Polytechnic, Darbhanga.
 17. The University reserves all the rights to reject or accept any tender without assigning any reason or cancel or withdraw the tender notice.
 18. 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 be binding on the both parties.

Sd/-

(Principal)

**MANUU, Polytechnic
Darbhanga**



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Annexure-I

1.	Name of Firm	
2.	Details of EMD of Rs.3,000/- (exemption of EMD cost will be considered as per GoI rules on submission of documentary proof)	D.D. No. _____ dated: _____ Bank _____
3.	Details of Registration with income tax	
4.	Original Equipment Manufacturer (OEM) authorization certificate specific to this tender / authorized dealership certificate of the make / brand quoted	
5.	Signed of copy of the Tender	

Price Schedule:

Sl.	Material Description	Qty	Brand	Unit Price	Total (inclusive of all)
1	Arm Chairs: S Type Chair mesh seat and back iron frame with arm. Specs. S type single frame with full arm made out of 14 gauge	01			
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Place :

Date :2017

Signature of the authorized
representative of the firm with stamp