



Dayalbagh Educational Institute
Faculty of Engineering
Agra – 282005 UTTAR PRADESH

INVITATION LETTER

Package Code: TEQIP-III/2020/UP/deia/370
Package Name: dei/inst/foe/FABLAB/Furniture

Current Date: 11-Mar-2020
Method: Shopping Goods

Sub: INVITATION LETTER FOR Lab Furniture

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at Annexure I,

Sr. No	Item Name	Quantity	Place of Delivery	Installation Requirement (if any)
1	Teacher Desk	2	Faculty of Engineering Dayalbagh Educational Instiuite, Agra-282005	
2	Podium	2		
3	Almirah - Small	1		
4	Almirah-for-Innovation & Startup Cell	5		
5	Magazine Rack	1		
6	Lockers for Students	1		
7	Work Tables	10		
8	Meeting table	1		
9	Chair with writing boards	60		
10	Desk with chair set (two seater)	60		
11	Chair-for-Innovation & Startup Cell	60		

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme [TEQIP]-Phase III** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.
3. **Quotation**
 - 3.1 The contract shall be for the full quantity as described above.
 - 3.2 Corrections, if any, shall be made by crossing out, initialling, dating and re writing.
 - 3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit Price.
 - 3.4 Applicable taxes shall be quoted separately for all items.
 - 3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - 3.6 The Prices should be quoted in Indian Rupees only.
4. Each bidder shall submit only one quotation.

5. Quotation shall remain valid for a period not less than **30**days after the last date of quotation submission.
6. Evaluation of Quotations: The Purchaser will evaluate and compare the quotations determined to be Substantially responsive i.e. which
 - 6.1 are properly signed; and
 - 6.2 Confirm to the terms and conditions, and specifications.
7. The Quotations would be evaluated for all items together.
8. Award of contract The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
 - 8.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of Contract.
 - 8.2 *The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.*
9. Payment shall be made in Indian Rupees as follows:

Payment Description	Expected Delivery Period (in Days)	Payment Percentage
Satisfactory Delivery & Installation	30	90
Satisfactory Acceptance	30	10

10. Liquidated Damages will be applied as per the below:
Liquidated Damages Per Day Min %: N/A
Liquidated Damages Max %: N/A
11. All supplied items are under warranty of **36** months from the date of successful acceptance of items and AMC/Others is .
12. You are requested to provide your offer latest by **15:30** hours on **25-Mar-2020**.
13. Detailed specifications of the items are at Annexure I.
14. Training Clause (if any)
15. Testing/Installation Clause (if any) **Testing/Installation would be done at FACULTY OF ENGINEERING, Dayalbagh Educational Institute, Dayalbagh, Agra - 282005, UTTAR PRADESH through mutual convenience.**
16. Performance Security shall be applicable: **0%**
17. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
18. Sealed quotation to be submitted/ delivered at the address mentioned below, **TEQIP-III OFFICE, FACULTY OF ENGINEERING, Dayalbagh Educational Institute, Dayalbagh, Agra - 282005, UTTAR PRADESH**
19. We look forward to receiving your quotation and thank you for your interest in this project.

Dean,
Faculty of Engineering
Dayalbagh Educational Institute
AGRA

Annexure I

Teacher Desk: Quantity 02

Size:- Length:900mm, Width: 600mm, Height 750mm
C- Frame & Tubular cold rolled close annealed Steel Structure.

Fabrication involves only MIG/TIG & Spot welding.
Top made of 18mm thick pre-laminated particle board.
PVC Edge beading of 2mm thick by Through Feed Machine.
Dotted embossed steel modesty panel at visitor's side and with single drawer (W-350mm, H-165mm D-475mm) with branded telescopic channel.

Provided with Drum Type Leveller.

All steel components are epoxy powder coated after seven tanks anti corrosion treatment of surface.

Warranty 3 Years

Representative Photo/Sketch mentioned below.



Podium: Quantity 02

Overall Dimension: W-600mmX D-450mmX H-1260mm: - 200mm
Wide Leg section made of extruded Aluminium section and MS cold rolled close annealed covers for wire management.

Top made up of 18mm the prelaminated partial board with teak wooden edge banded on edges.

One edge protruded up, would be of teak wood to hold the paper / books.

All metal section powder-coated with min. 45 micron DFT after anti corrosion surface treatment.

Warranty 3 Years

Representative Photo/Sketch mentioned below.



Almirah - Small: Quantity 01

Size: Height: 1200mm,Width:900mm, Depth:400mm

Body part made-up of prime quality cold rolled close annealed Sheet Use only MIG/TIG & Spot welding for fabrication.

Top made of 18mm thick Pre-laminated Particle Board.
Side Edges covered with PVC edge band on edge bending machine.

Door set make lock.

PVC handles.

Doors in cold rolled close annealed M.S. Sheet.

Doors are Top hung slide on roller bearing.

All steel components are epoxy powder coated followed by seven tanks anti corrosion treatment of surface.

Warranty 3 Years

Representative Photo/Sketch mentioned below.



Locker For Student: Quantity 01

Size:- Height:1950mm, Width:380mm, Depth:450mm (4 door),

Body part made-up of prime quality "cold rolled close annealed" Sheet of 1mm & 0.8mm thickness, Knockdown constructions,

Individual compartment having individual door, with 4 multipurpose lock.

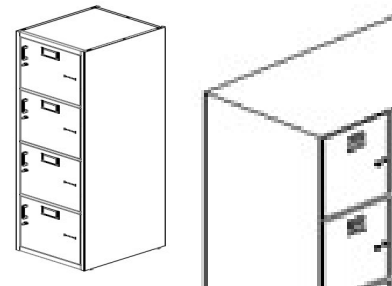
Holes are provided in doors for ventilation.

Doors are mounted on Pivot with steel handle.

All steel components are epoxy powder coated followed by seven tanks anti corrosion treatment of surface.

Warranty 3 Years

Representative Photo/Sketch mentioned below.



Glass Door Almira-for-Innovation & Startup Cell:

Quantity 05
Size:-height:1980mm, width:910mm depth:380mm
Body part made-up of prime quality cold rolled close annealed Sheet Use only MIG/TIG & Spot welding for fabrication.
5 adjustable shelf.
Three way locking device with six levers superior quality lock for Door.
Doors made of press formed MS cold rolled close annealed sections with 4mm glass.
Doors are mounted on steel hinge brackets.
All steel components are epoxy powder coated followed by seven tanks anti corrosion treatment of surface.
Warranty 3 Years
Representative Photo/Sketch mentioned below.



Magazine Rack: Quantity 01

Size:- Height:1900mm, Width:300mm, Depth:400mm:
Sides made of 18mm thick pre-laminated particle board.
Edges covered with PVC edge band on through feed edge bending machine.
Shelf tray & Bottom Panel made by M.S.cold rolled close annealed Sheet.
Tray slides on pvc roller bearing. All steel components are epoxy powder coated followed by seven tanks anti corrosion treatment of surface.
followed by seven tanks anti corrosion treatment of surface
Warranty 3 Years
Representative Photo/Sketch mentioned below.



Work Tables: Quantity 10

Non sharing linear workstation Main Desk (1200 x 600) without Front Screen.
Made of 25mm thick pre laminated particle board top with pvc edge bending.
Under structure of top made up of 50mm x 50mm x 1.6mm thick & 40mm x 40mm x 1.6mm thick erw tube. with provision of horizontal & vertical cable tray made up of 0.8mm cold rolled close annealed sheet curved with bottom & side pillar.
All steel components are epoxy powder coated followed by seven tanks anti corrosion.
Warranty 3 Years
Representative Photo/Sketch mentioned below.



Meeting table: 01

Sharing linear workstation Main Desk (2400 x 1200) without Front Screen.
Made of 25mm thick pre laminated particle board top with pvc edge bending.
Under structure of top made up of 50mm x 50mm x 1.6mm thick & 40mm x 40mm x 1.6mm thick erw tube.
with provision of horizontal & vertical cable tray made up of 0.8mm cold rolled close annealed sheet curved with bottom & side pillar.
All steel components are epoxy powder coated followed by seven tanks anti corrosion.
Warranty 3 Years
Representative Photo/Sketch mentioned below.



Chair with writing boards: Quantity 60

Size: Total Height-850mm, Seat Height: 440mm, Tablet Height: 665mm, Depth 600/270mm & Width:550mm. Under Structure cantilever type MS cold rolled close annealed Tube 1.6 mm thick.

Hot pressed ply wood with steel T-Nuts for rigid fastening.

Single piece integral skin PU arm rest.

Quality tapestry.

High density PU moulded cushion.

Book rack made of plastic coated wire mesh fitted at bottom of seat and tablet made of 18mm thick Pre-laminated Particle Board.

All steel components are epoxy powder coated followed by seven tanks anti corrosion treatment of surface.

Upholstery 1.5 Meter

Warranty 3 Years

Representative Photo/Sketch mentioned below.



Ergo Full Tablet

Desk with chair set (two seater): Quantity 60

Overall Dimensions: Seat: W-1050mm x D-950/450 mm x Ht-760/450mm

Seat Structure: Made up of cold rolled close annealed MS Tube 50x25x1.25mm thk

MIG welded to press formed MS cold rolled close annealed section 95x25x1.0 thk and MS cold rolled close annealed tube dia 25mm x1.2mm thk.

Desk Structure: Made up of MS cold rolled close annealed Tube 50x25x1.25 thk MIG welded to press formed MS cold rolled close annealed section 95x25x1.0 thk.

Seat & Desktop made of 18mm thick pre-laminated particle board.

Side edges covered by teak wood polished rib.

Provided book shelf below table top.

All steel components are epoxy powder coated followed by seven tanks anti corrosion treatment of surface.

Warranty 3 Years

Representative Photo/Sketch mentioned below.



Chair-for-Innovation & Startup Cell: Quantity 60

Size:-Overall H: 830mm, Seat h: 460mm, D: 580mm, W: 535mm: Under Structure made of 19mm dia MS cold rolled close annealed tube 1.2 mm thick.

duly powder coated after anti corrosion treatment of surface.

Seat and back are made of 12mm thick Hot pressed ply wood with high density PU foam, upholstered with fine quality fabric.

Arms Tubular.

Steel components are epoxy powder coated followed by seven tanks anti corrosion pre-treatment of surface

Warranty 3 Years

Representative Photo/Sketch mentioned below.



Annexure 2:

ELIGIBILITY OF BIDDERS FOR FURNITURE SUPPLY

1. Bidding company should be registered company in India with firm and registrar department and must be profit making company from last 5 years.
2. Product must be warranted for 3 years from date of supply however bidder should be liable to give service support for minimum 5 years from date of supply. Bidder must have sales and service support in state.
3. The OEM Company should be preferably an ISO 9001:2008 & ISO 14001:2004 & ISO 18001:2007 IGBC, AIOTA, Green Guard Certificate & Bifma member.
4. The OEM should not have been blacklisted by any Government department/PSU/PSE on the date of submission of bids against this tender.
5. OEM should have experience in successfully executing Order of similar nature during the last 5 year and executed at least 05 similar kind of work order in Government/Semi-Government/PSU's/Govt., Institutes during last 05 financial years. (Documentary proof with satisfactory inspection & acceptance/installation & acceptance of the same should be attached).
6. The quoted products should not be under end of sales or end of support in next 05 (five) years from the date of submission. (Declaration from OEM should be submitted).
7. The bidding firm/company must be a single company and no consortium should be allowed.
8. The OEM should have average Turnover of Rs.25 (Twenty Five) Crores for the last 03 financial years. Copies of Annual report/balance sheet and a certificate from Chartered Accountant is also to be submitted.
9. Site visit for the subject tender is mandatory. The bidders shall visit the site to Study/assess the tendered work and also acquaint themselves of the prevailing local conditions before submitting their bid. Bidder has to enclose a certificate counter signed by Employer official or furnish undertaking for having visited the site.
10. Bidder should be having Toll free number for service support (Preferable).
11. Items have to be of VERY HIGH QUALITY, RELIABLE, RUGGED and HIGH in STRENGTH

Orders of similar nature here means the Purchase Orders with same items as per the quotes with similar specifications, features and functions supplied to Govt./PSU/National Educational Institutes or national research laboratories within India.

FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Date: _____

To: _____

Sl. No.	Description of goods \ (with full Specifications)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex-Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Sales tax and other taxes payable	
						In %	In figures (B)
Total Cost							

Gross Total Cost (A+B): Rs. _____

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (Amount in figures) (Rupees _____ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of _____ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: _____

Address: _____

Contact No. _____