



NATIONAL INSTITUTE OF TECHNOLOGY

ROURKELA-769008 (ODISHA)

NOTICE INVITING TENDER

Tender Notification No:NITR/TS/FC/35

Dt: 21.01.2014

The National Institute of Technology, Rourkela invites sealed quotations from reputed manufacturers/suppliers for supply of furniture for various departments at NIT, Rourkela.

Pre bid meeting : 14.02.2014 at 3.30 P.M

Submission of Bid(Part-I & Part-II) :19.02.2014 at 3.00 P.M

Opening of Technical Bid(Part-I) and Evaluation of Samples : 20.02.2014, at 10.30 AM

Declaration of scores on Bid-I(Technical Bid) and Opening of Financial Bid : 21.02.2014 at 5.00 P.M

For details please visit our Institute website:

[www.nitrkl.ac.in/Jobs & Tenders /Tenders for Equipment](http://www.nitrkl.ac.in/Jobs%20&%20Tenders/Tenders%20for%20Equipment).

Contact Person:PIC (Furniture committee), PhoneNo:0661-246/2181.

Email: bbbiswal@nitrkl.ac.in

**Sd/-
Registrar**

An Institute where everyone strives to attain his Potential



**NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA-769008**

(Tender for procurement of Furniture for various departments).

Tender Notice No.- NITR/TS/FC/35

Date: 21.01.2014

NIT, Rourkela, invites sealed quotations from reputed Manufacturers / Suppliers for supply of furniture as per specification (given in Annexure) and the terms and conditions.

DETAILED SPECIFICATION OF FURNITURE

Annexure

Sl. No.	Name of the Item	Approx. Qnty.
1.	<u>Chairs for Faculty/Officers</u> Revolving type office chair with PU/PP Arm, medium back, CRCA powder coated Frame and with high density molded foam (45-50kg/m ³) cushions on seat and back. Five pronged leg with gas lift with twin casters (Nylon).	200 nos.
2.	<u>Chairs for Visitors to Faculty/Officers</u> Office Chair with Arm, S-type, CRCA powder coated Frame and with cushions on seat and back.	450 nos.
3.	<u>Office Table I&II</u> Standard Office Table with ERU made of pre-laminated particle board. The table top should be of a thickness of 25mm or more pre-laminated particle board and should have edge lapping. The table should be fitted with 2 drawers and one filing unit on detachable pedestal with a key board tray and a separate CPU trolley. The overall size of the table and the ERU should be as follows : Table-I : 1800 x 900 x 750mm; ERU : 900 x 450 x 750 mm Table-II : 1500 x 750 x 750mm; ERU : 700 x 400 x 750 mm	100 nos.
4.	<u>Office Table-III</u> Standard Office Table without ERU made of pre-laminated particle board. Table top with a thickness of 25mm or more pre-laminated particle board should have edge lapping. The table should be fitted with 2 drawers and one filing unit on detachable pedestal with a key board tray and a separate CPU trolley. The overall size of the table should be as follows : Table-III : 1200 x 600 x 500mm	470 nos.
5.	<u>Table for Conference Rooms</u> For seating capacity of 15, 20, 25, 30	20 nos.
6.	<u>Chairs for Seminar Hall</u> Non-revolving type chair with Arm, medium back, CRCA powder coated frame and with high density molded foam (45-50kg/m ³) cushions on seat and back (a) with desklet and b) without desklet.	350 nos.

7.	<u>Chair for Computer Lab.</u> Non-revolving type chair without arm, medium back, CRCA powder coated frame and with cushions on seat and back.	1500 nos.
8.	<u>Credenza</u> Standard credenza made of Particle Board, post formed top with double door panels with half round edge and fitted with standard lock. Table top and shelves should be of thickness of 25mm or more-laminated particle board and back side should be made of 9mm particle board. The credenza should be of following size : 1000 H x 450 W x 750 L mm	250 nos.
9.	<u>Modular Computer Lab Table</u> i) 2-seater : Size:1500(L)x530(W)x900mm(H) ii) 3-seater : Size 2100(L)x230(W)x900mm(H) Computer Lab Table made of Hi density Pre-laminated particle board. Top of the comp.lab table to be made of 25 mm post form with one side full round & 2mm.edge banding. Modesty of the table to be made of 25 mm. Pre laminated particle board with 2 mm. Edge banding. It should be 150 mm above the table sides.CPU Trolley. Key board to be made of 18mm board .Key board (post form) to be fitted with telescopic channel. Additional provisions may be made on the top of for the table laying electrical wires and fitting electrical power boards. (Samples are available in the institute)	350 nos. 150 nos.
10.	<u>Classroom Furniture (Desk-n-Bench)</u> Overall size:1200mm(L)x900mm(D)x720-750 mm(H) Two-seater desk and bench with top, shelf, seat and back panels. Top, seat and back panel made up with 25mm postlam particle board with 2mm PVC lipping and lamination of 0.8mm or more on top. Shelf to be provided with 18mm post laminated particle board with 2mm PVC lipping. Frame structure to be made of 25 x 25x1.2mm thick CRCA pipe (square or circular)with PVC/rubber stands in the bottom.All metallic components to be epoxy powder coated. Shade should be dark.	300 nos.
11.	<u>Steel Book Shelf</u> Book self with powder coated metallic body with glass shutters. Size : 1500 (H) x 900 (W) x 450(D) mm	100 nos.
12.	<u>S.S. Tandem Chair</u> (3-Seater) without cushion	250 nos.
13.	<u>Filing Cabinet</u> Vertical 3/4 Drawers Approximate size : 450(W) x 600(D) x 700-1400 (H) mm	300 nos.
14.	<u>Book Shelves (Open type and double sided) for Library</u> Approx size : 2100 (H) x 1200 (L) x 500 (W) mm	50 nos.

Terms & Conditions

- i) Sealed proposal containing the technical specifications, material specification, documents supporting the quality of the item and the leaflet mentioning the item(s) as product of the company must be submitted. The model should be clearly mentioned in the document. The quotations and other documents must reach the Registrar, NIT, Rourkela on or before the stipulated date.
- ii) The bidders should quote their offer/rates in clear terms without ambiguity.
- iii) The materials are required to be delivered at respective sites of NIT, Rourkela, within 45 days from the date of placement of the order under the risk and arrangement of the bidder. The selected firms has to subsequently assemble and/or install the items at the user departments/hostels/offices as per requirement.
- iv) **Terms of Payment:** 85% payment will be made after delivery of the material, 10% payment will be made after completion and installation at respective site. Balance 5% shall be retained with NIT, Rourkela as performance guarantee till completion of the warranty/ guarantee obligations.
- v) **Period of guarantee/warranty:** One Year.
- vi) **VAT/CST:** The Institute is not authorized to issue form C or D. Accordingly, CST or VAT should be charged at full rate as per the applicable rules.
- vii) **Entry Tax:** The State of Orissa charges entry tax on all goods entering the state. This should be included as a separate item in the quotation. Entry Tax will be reimbursed only on production of proof of payment. (Original Entry Tax receipt/certificate relating to this supply will be required.)
- viii) All materials must be of superior quality. The raw materials brands should be specified.
- ix) If the successful bidder, on receipt of the supply order, fails to execute the order within the stipulated period, in full or part, it will be open to the Director, NIT, Rourkela to recover liquidated damage from the firm at the rate of 1 percent of the value of undelivered goods per month or part thereof, subject to maximum of 5 percent of the value of undelivered goods. Alternatively, it will also be open to the Director, to arrange procurement of the required goods from any other source at the risk and expenses of the bidder.

Instruction to the Bidders

- i) The validity of quotation shall be for 60 days.
- ii) The pre-bid meeting will be held in the T&P Cell, A.N.Khosla complex of the institute as per the date and time mentioned in this notice. Intending bidders may ask questions or give design suggestions in the pre-bid meeting. Resulting changes, if any, will be intimated to the bidders at the end of the said meeting. Financial matters will not be discussed in the meeting.
- iii) The quantity mentioned against the items are tentative. This may vary depending upon the actual requirement at the time of placing of the P.O.
- iv) **The basic rates of the items will remain valid for one year.**

Attending pre-bid meeting is mandatory and it should be attended preferably by technical personnel of the bidding organization.

- v) The bids must be submitted in two packets mentioning the following details
 - a. **Part-I** : Containing the detailed technical specification, drawings, quality and source of raw materials, maintainability.
 - b. **Part-II** : Containing the price bid.
- vi) **The interested suppliers/ manufacturers are required to provide the samples(s) of the items that they quote for preferably 3 days before the date for opening the bid. The samples should be available at least one day before the opening of the financial bid.** The suppliers/ manufacturers who fail to provide the samples will be considered ineligible for the process. However,

if the bidders have already supplied the same material to NIT, Rourkela in the recent past, then samples may not be supplied. The fact may be mentioned in Part-I of the Bid. The samples should be taken back by the bidders within three days of completion of the bidding process.

Details including the prescribed format for indicative eligibility and specifications are available in our website <http://www.nitrkl.ac.in/tender.asp>. The final eligibility will be decided by a committee formed by the institute after scrutiny of the documents and discussion with the bidders, if necessary.

Jurisdiction and Right to amend Rules :

- i) The Institute reserves the right to amend rules whenever and wherever considered necessary and appropriate. The same shall be intimated to the supplier in due course.
- ii) The Institute rules shall be binding for execution of the order. Further, in case of any dispute arising out of or in connection with the aforesaid order either during subsistence of the order or thereafter, the Director, NIT, Rourkela is the sole arbitrator to decide the same and his decision is final and binding on both the supplier and the institute as per the provisions of the Arbitration and Conciliation Act 1996. If differences persist even after arbitration and there are compelling reasons to go to the court, it will be decided in the court of Rourkela only.

Procedure of Selection

- i) The selection process will consist of two stages. In the first stage the quality and suitability of the product/item will be judged by a committee set up by NIT Rourkela and this judgment will be made by inspection of the samples and the specifications provided by the supplier/manufacturer. This will carry a score of 70. The minimum score to qualify for the financial bidding is 50.
- ii) The second stage of selection will be on the basis of the price quoted. This will carry a score of 30. The bid with the lowest quote will awarded 30 and others will be awarded proportionately.
- iii) The bidders with highest total score will be the selected for supply of items quoted.
- iv) Selection of bidders will be made item wise and not on total for all items. Accordingly, bidders may quote for all items or only few items.
- v) In case of any ambiguity, the decision of the Director NIT, Rourkela will be final and binding.
- vi) However, the decision on procurement of any items(s) lies with the authority of NIT, Rourkela.

Important Dates :

Pre bid meeting	:	14.02.2014	3.30	P.M
Submission of Bid (Part-I & Part-II) (To reach the Registrar, NIT Rourkela)	:	19.02.2014	3.00	P.M
Opening of Technical Bid (Part-I) and Evaluation of samples	:	20.02.2014	10.30	A.M.
Declaration of scores on Bid-I (Technical Bid) and Opening of Financial Bid	:	21.02.2014	05.00	P.M

The institute reserves the right to cancel or reject any or all offers without assigning any reason thereof.

Contact Person: PIC, Furniture committee, Phone: 0661-2462181, Email: bbbiswal@nitrkl.ac.in

REGISTRAR

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