NIQ for Purchase of tables and chairs for Language Learning Centre
Department of Humanities and Social Science, IIT Delhi.

Sealed Quotations are invited (Commercial and Technical bids to be clearly marked and put in separate envelopes, and each envelope supercribed "Quotations for Purchase of tables and chairs for Language Learning Centre") by 18 Sep 2015 to the Office of the Head, Dept. of Humanities & Social Sciences, IIT Delhi (Room no. MS 611) latest by 4 p.m.

<table>
<thead>
<tr>
<th>No.</th>
<th>Items</th>
<th>Description/Specification</th>
<th>Qty</th>
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<tbody>
<tr>
<td>1.</td>
<td>Chairs</td>
<td>Polymer body, Stainless steel legs, With Arm rest, Height 760mm, Width 595mm, Depth 580mm, Quantity to be distributed across four different colours, Should be stackable</td>
<td>90</td>
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<tr>
<td>2.</td>
<td>Tables</td>
<td>Polymer body, Stainless steel legs, Height 722mm, Width 864mm, Depth 870mm, Quantity to be distributed across four different colours, Should be stackable</td>
<td>30</td>
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Terms & Conditions:

1. Bidder/Supplier will be fully responsible for installation of the above equipments.
2. Bidder/Supplier would be required to provide Comprehensive on-site warranty of all equipment/parts for 1 year from the date of successful installation.
3. All items should be from renowned brands only.
4. The Technical bid and financial bid must be in separate envelopes clearly marked Technical/Commercial and put in one main envelope. The main envelope must be addressed to the head, Dept. of Humanities & Social Sciences, IIT Delhi, Hauz Khas, Delhi 110016 and superscribed the NIQ No. and Due Date.
5. All quotations must be valid till 31 October 2015.
6. Quotation must include a delivery schedule, which in no case should exceed 30 days from the date of placing of the purchase order.
7. Bidders/Supplier must be a Manufacturer. Authorized Service Provider capable of providing technical Service and repair/replacement of the product(s). In case the bidder/supplier is not a manufacturer and is an authorized service provider, a certificate to that effect must be enclosed.
8. Bidder must proof of supply of similar articles to Government/ Autonomous institutions. Copies of three latest orders must be enclosed.
9. All the vendors must quote the rates in Indian Rupees only.
10. After the opening of Technical bids, qualifying vendors will have to display samples of the tables and chairs. Financial bids will be opened only those bidders whose samples are found eligible. Date and venue for the display of samples will be notified after the opening of Technical bids.

Please Note:

1. Photocopy of PAN/ TIN/ Sales Tax. Number should be enclosed with Technical bid.
2. Letter from OEM for supporting the product till End of Life of the product or at least 8 to 10 years from the date of installation, whichever is later, should be enclosed with Technical bid.
3. Bidder must enclose a certificate of being an authorized service provider/authorized distributor from the OEM/Manufacturer with Technical bid.
4. Payment will be made after successful installation.
5. Financial bid must clearly mention:
6. Applicable taxes etc, Delivery Schedule, Quotation Validity, Warranty.
7. Incomplete and conditional submitted Quotations would be summarily rejected without assigning any reason.
8. The Institute reserves the right to increase/decrease the Quantities mentioned in the NIQ.

Checklist for Technical bid:

1. Signed copy of the Quotation document
2. Technical compliance statement must be enclosed. (The format given below is to be followed).

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</table>

Proof of supply of similar articles to Government/ Autonomous institutions. Copies of three latest orders enclosed.

PAN Number
TIN Number
Sales Tax Number

Signature and Seal of Bidder

3. Name of brand should be stated in the Technical bid.
4. Authorization Certificate of being Manufacturer/Authorized Service Provider and/or Distributor
5. Copy of PAN Card, TIN Number/Sales Tax Number
6. Delivery schedule
7. Quotation validity till 31 Oct 2015
8. Acceptance of payment terms
9. Warranty for 1 year on site comprehensive.
10. Bidder must proof of supply of similar articles to Government/ Autonomous institutions. Copies of three latest orders must be enclosed.

Checklist for Financial bid:

1. Rate(s) of on-site comprehensive warranty for one year
2. Applicable taxes, duties etc, Delivery Schedule, Quotation validity, Warranty & payment Terms