Indian Institute of Technology Delhi
Department of Management Studies
Hauz Khas, IIT Delhi-110016

Notice Inviting Quotations

SUB: Stackable Chairs and Stackable Tables for the Exhibition Hall

Date: 03/10/2012
Due Date: 22/10/2012 at 5:00 PM

Seal quotations are invited by the Department of Management Studies, IIT Delhi, Hauz Khas, New Delhi for supply of stackable Chairs and stackable Tables from the manufacture. Description of stackable chairs and stackable table are given below:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Descriptions</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Stackable Wooden study table of size 24”x24”x30” with 18mm rubber wood top having chamfered edges and base made of 25x25mm sq pipe with foldable legs, without drawers and box duly powder coated up to 40-45 microns.</td>
<td>90</td>
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<tr>
<td>2</td>
<td>Rubust stackable chair for general / classroom use. With soft Polyurethane armrest, pipe frame, epoxy, powder coated and with 40mm latex rubber in seat &amp; 25 mm in back of luxurious comfort.</td>
<td>90</td>
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</tbody>
</table>

Terms & Conditions:

1. The technical bid and the financial bid should be provided separately in 2 sealed envelopes, super-subscribed with “Technical Bid” or “Commercial Bid”. The financial bid of only those vendors would be opened who qualify the technical bid on the basis of the specifications and sample of furniture items provided by the bidder.
2. The specifications of the items should be clearly mentioned in details in the technical bid.
3. The vendor should be the original manufacturer.
4. The vendor should have proven ability of supply of furniture items to reputed organizations including Government Departments in large quantity. Copies of purchase order should be included as a proof.
5. The annual turnover of the bidder should not be less than Rs.25 lakhs in the last three consecutive financial years. The vendor should have sound financial standing. Audited balance sheet of last three financial years should be provided as a proof of it.
6. The bid must be accompanied by sample of stackable table & stackable chair. No bid will be accepted without sample of stackable table & stackable chair. After the completion of tender procedure the sample will be returned back to the bidder. No transport and other expenses will be reimbursed by the Institute for providing the sample.
7. The bidder must detail out in Technical specification about its past three records of supplying similar items in reputed Institutes & Government Organizations.
8. The firm should be registered with the Sale Tax Deptt. The photocopy of the registration with Sales Tax Deptt. should be attached with the Tender application.
9. The firm must submit an Undertaking on its letter head that they have not been blacklisted by any State Government/Central Govt./PSU Department in India.
10. Payment will be made to the vendor after satisfactory completion of the delivery of all the furniture items at the scheduled destination. Payment will be made as per Institute rules.
11. The Institute reserves the right to reject any or all quotations without assigning reason thereof.
12. The Institute shall have the right to reject any tender who does not qualify the requirement. No correspondence, whatsoever, will not be entertained in this regard.
13. Quotations received after the due date & time will be rejected. No relaxation will be allowed.
14. Applicable TAX/VAT to be mentioned clearly.
15. Non-mentioning of VAT/TAX will amount to inclusive of all taxes.
16. Quotation validity should be clearly mentioned in the quotations.
17. Delivery period will be 15 days after the supply order.
18. Printed brochure should be provided.
19. The items mentioned in Sr. No. 1 & 2 should be as per the descriptions.
20. Other terms and conditions (if any), should be specified.
21. The Technical Selection Committee will shortlist the Technical Bids on the basis of technical specifications and sample inspection as mentioned above. Based on the above evaluation, bidders will be short-listed for Financial/Commercial Bids. Technical Committee decision will be final regarding the shortlisting of Technical bid.
22. Addressed to:

Mr. Ditpal Singh  
Department of Management Studies  
Indian Institute of Technology Delhi  
4th Floor, Vishwakarma Bhawan  
Saheed Jeet Singh Marg,  
New Delhi-110016  
Phone: 011-26596272

Remarks: Earlier NIQ dated 23/08/2012, Due Date: 07/09/2012 at 5:00 PM is canceled and the bidders who have applied earlier are requested to submit fresh technical & commercial bids separately as per this NIQ dated Date: 03/10/2012, Due Date: 22/10/2012 at 5:00 PM.