



तेजपुरविश्वविद्यालय/ TEZPUR UNIVERSITY

(केंद्रीयविश्वविद्यालय/A Central University)

कुलसचिवकाकार्यालय/OFFICE OF THE REGISTRAR

तेजपुर-784028 :: असम/ TEZPUR-784028 :: ASSAM

NOTICE INVITING BID

TU/GeM/BoQ-Bid (122)/2022-23/2193 Date 20/10/2022

Bids in **02 Bid System (Technical and Financial)** are invited on **GeM** from reputed manufacturers/authorized dealers for supply of **various furniture** for Department of Mechanical Engineering, Tezpur University.

Please read the Bid document carefully before participating. It shall be deemed that submission of bid by the bidder has been done after their careful study and examination of the Bid terms with full understanding to its implications. Any lack of information shall not in any way relieve the bidder of its responsibility to fulfill its obligations under the Bid.

The University will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, the Purchase Order. Fraudulent Practice means a misrepresentation of facts in order to influence a procurement process and includes collusive practice among bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive Tezpur University of the benefits of free and fair competition. Corrupt Practice means offering, giving, receiving or soliciting of anything of value, pressurizing to influence the action of a public official in the process of this purchase execution.

For any queries/doubt please contact the Stores & Purchase Section (e-mail: snp@tezu.ernet.in) or in the email id mentioned in the GeM Bid.

GENERAL TERMS & CONDITIONS:

1. **Rates:** Rates quoted should be on **FOR Tezpur University, Napam, Tezpur, Door Delivery Basis**, for indigenous items and **CIP Tezpur University, Napam, Tezpur or Delivered Duty Paid**, for imported item. Failure to comply with this term may lead to rejection of the quotation.
2. Bidders/Tenderers are to ensure that they are GST compliant and that their quoted tax structure/rates are as per GST law. The rates should be exclusive of taxes and applicable tax percentage should be clearly indicated. Financial/Price Bid format where taxes cannot be mentioned separately, in such cases, the percentage of taxes applicable should be mentioned in the Technical Bid document.
3. **Validity of Quotation:** Quoted rates must be valid for at least **180 days** from the last date of submission of quotation.
4. Applicable levies, surcharge and discounts should be clearly indicated item wise.
5. The rates should be quoted along with supporting documents of specifications and technical features and list of users, wherever applicable.
6. **Literature a must:** All the quotations must be supported by technical leaflet/literature and the specifications mentioned in the quotation must be reflected/ supported by such technical leaflet/ literature. The model and specifications quoted should **invariably be highlighted** in the leaflet/literature for easy reference.
7. **After Sales Service Guidelines:** In case of imported goods, bidders should clearly state the detailed address, contact number and email ids of 'after sales service centre' preferably in Tezpur/Guwahati, India or any place in Assam without which their offers shall be liable for rejection. Service against any complaint must be provided within 24hours.

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8. **Dealership Certificate:** Dealers or Agents quoting on behalf of Manufacturer must upload valid dealership certificate.
 9. **Quality Certificates:** Valid certificate to prove that the products are genuine and of international standard, as mentioned below, must be uploaded: (a) Manufacturer's certificate; (b) ISO/ISI certificate.
 10. **Genuine Pricing:** Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this item has been sold, particularly to Universities/IITs/Institutes and other Government Organization.
 11. **Payment:** 100% payment after successful delivery, installation and commissioning (if required in the scope of supply) and acceptance by the user.
 12. **PENALTY FOR DELAYED DELIVERY:** The date of delivery should be strictly adhered to. In the event of delayed delivery, installation & commissioning, the vendor shall be liable for a penalty deduction as per prevailing rule.
 13. **As per Gol Notification dated 14.11.2017 GST % for Public Funded Research Institution or a University has been reduced to 5%. Hence, rate of GST may be charged as per reduced rate. Exemption Certificate will be provided on request.**
 14. The University is exempted from paying Custom and Excise duty.
 15. Warranty/Guarantee applicable if any, period should be specifically mentioned in the quotation.
 16. Irresponsive/incomplete quote will be rejected.
 17. **Conditional tenders not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the tender bids submitted by vendors will not be binding on Tezpur University.
 18. **Enquiry during the course of evaluation not allowed:** No enquiry shall be made by the bidder(s) during the course of evaluation of the tender till final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative (Tezpur University) can make any enquiry/seek clarification from the bidders. In such a situation, the agency shall extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period notice, as such the bidders have to be ready for the same.
- Termination for default:** Default is said to have occurred
- a. If the equipment or any of its component is found having poor workmanship, faulty designs, poor performance and bad quality of materials used.
 - b. If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by Tezpur University.
 - c. If the supplier fails to perform any other obligation(s) under the contract.

19. **Selection criteria:**

i. Evaluation Criteria:

To ensure that each bidder has the necessary qualifications and resources to full fill its obligations under the contract, the following criteria shall be evaluated. The Eligibility, Financial, Experience & Support criteria should be passed before the technical criteria. Technical criteria will be evaluated and ranked by the award of ACCEPT and/or REJECT. Only the ACCEPTED vendors will be considered for price bid. In case a joint venture makes a bid, any one of the members of the joint venture need to be qualified for each of the criteria mentioned below.

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ii. Eligibility Criteria:

- a. The bidder or the OEM should not be blacklisted by Tezpur University or any other Educational /R&D/ PSU/ Govt organizations. A certificate or undertaking to this effect must be submitted.

iii. Technical Criteria

Technical bids will be evaluated and ranked by the award Accepted & Rejected. The price bids of Accepted vendors would then be considered by the concerned Purchase Committee of the institute

Delivery Period

20. The delivery installation and commissioning should be completed with **45 Days** of the award of BID without any deviation.

Assistant Registrar-GA, i/c
Tezpur University



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Technical Specifications cum Compliance Report

(To be submitted on Company's/Firm's Letterhead Signed and Sealed)

Item 1: Computer desktop locking cabinet

Parameter	Description
Type	Desktop Cabinet
Material	Best Quality Engineered Wood (Pre Laminated)
Length	600 mm
Width	550 mm
Height	900 mm
Locking Facility	Yes
Cable hole	yes
Doors Included	Yes
Mount Type	Free Standing
sleeve	yes
Delivery Condition	Ready to use
Warranty	yes

Item 2: Conference Table

Parameter	Description
Modular Conference Table - 20 persons capacity with centre table 1no and 1.5 ft covered entrance facility (Refer drawing for further details: proper arrangement to be done on the table to access the centre table with best quality flip on type Hinges etc.)	
No. of seats	20
Conference table type	Modular
Conference table dimension	17.10 ft (L) X 8.6 ft (W)
Conference tabletop dimension	2 ft (With fine radius edge)
No. of quarter rounds	4 nos. (1.9 ft Radius)
Conference table height	2.6 ft (floor to top edge of table)
Tabletop thickness	25 mm
Wire manager	To be provided along with each seat and across the complete length of the conference table.
Centre table dimension	2.5ft (L) X 2.5ft (W)X2.6 ft (H)
covered entrance dimension	1.5 ft (covered)
Modesty panel	17-18 mm thick both side laminated particleboard
Under structure legs	17-18 mm thick pre-laminated particleboard
Warranty

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Item 3: chairs suitable for Conference Table

Parameter	Description
color	Red
Width	55 cm
Depth	61 cm
Height	80.5 cm
Seat Height	44 cm
Chair Type	Fixed Arms
Frames Type	Cantilever
Material of Fabric	Polyester or better
Upholstery Type	Cushion
Frame Material	Metel: 14 SWG 25mm MS Tube
Warranty

Item 4: Fabric Pin-Up Board

Parameter	Description
Green Fabric Pin-up Board/Soft Bulletin Board for placing outside labs	3'X5' (Frame with sliding glass shutter cover)

Item 5: REVOLVING ADJUSTIBLE STOOL SPECIFICATION

Parameter	Description
Product Dimension	14.5-inch (Dia) x 3 inch (width)x 23 inch (maximum adjustable height)
Materials	steel frame
Height	Hydraulic Height adjuster

Item 6: 3-seater Sofa

Parameter	Description
Net Weight (kg)	44.3
Size	3-seater
Primary Material	Tropical Wood
Finish Color	Black
Dimensions W x H x D (cm)	172 x 74.9 x 80
Style	Contemporary & Modern
Delivery Condition	Ready to use
Upholstery Material	Leatherette upholstery
Warranty	1 Year

Item 7: 2-seater Sofa

Parameter	Description
Net Weight (kg)	34.4
Size	2-seater

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Primary Material	Tropical Wood
Finish Color	Black
Dimensions W x H x D (cm)	132 x 74.9 x 80
Style	Contemporary & Modern
Delivery Condition	Knock Down
Upholstery Material	Leatherette
Warranty	1 Year

Item 8: 1-seater Sofa

Parameter	Description
Net Weight (kg)	25.6
Size	1-seater
Primary Material	Tropical Wood
Finish Color	Black
Dimensions W x H x D (cm)	85.5 x 77 x 83.5
Style	Contemporary & Modern
Delivery Condition	Knock Down
Upholstery Material	Leatherette
Warranty	1 Year

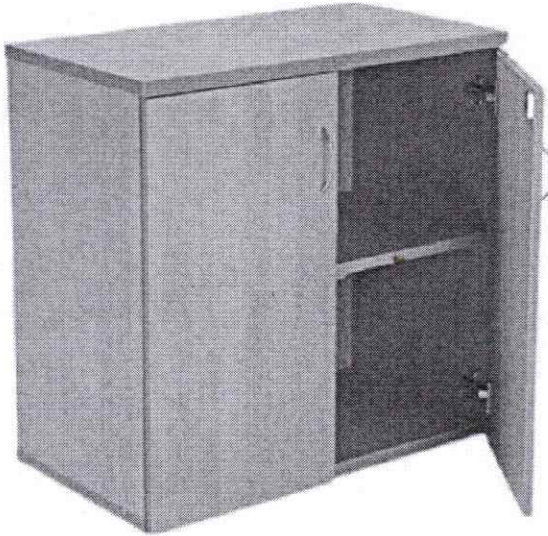
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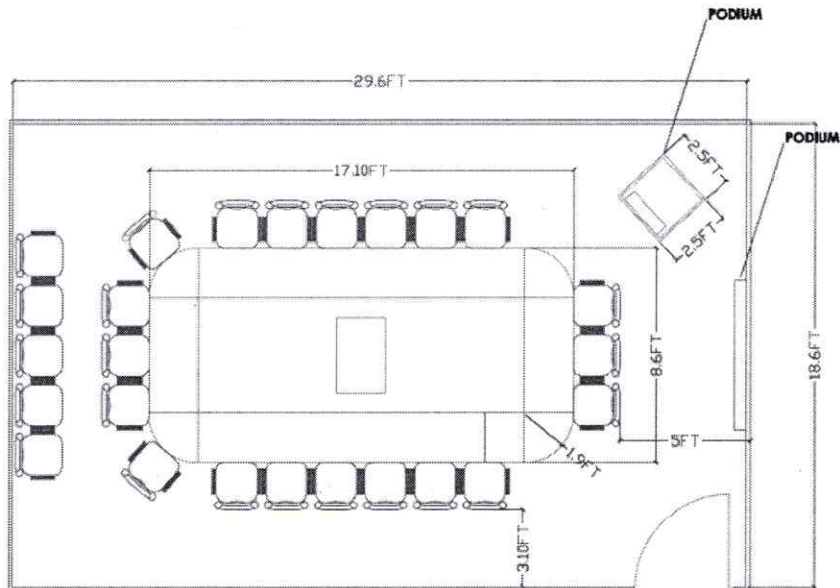
Product Images:

Annexure-I

1. Computer Desktop locking Cabinet



2. Conference Table



SIDE VIEW OF THE TABLE

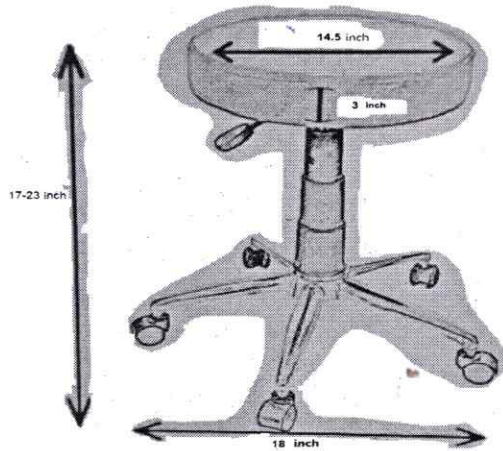
3. Conference Chair



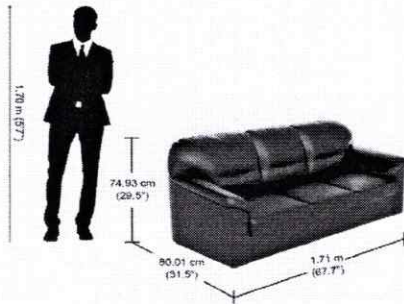
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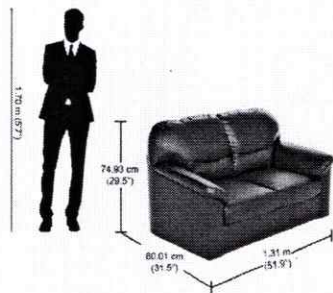
4. Revolving Adjustable Stool



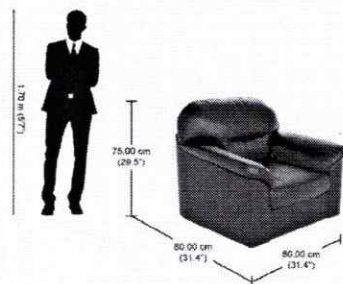
5. 3-Seater Sofa



6. 2-Seater Sofa



7. Single Size Sofa



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