



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

KASHMERE GATE, DELHI – 110403

F.10.1 (25)IPU/PUR/Furniture/USAP/2010-11/2097

9th August, 2010

To,

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NOTICE INVITING QUOTATION

You are requested to submit your offer in **sealed cover** for the Supply & Installation of following furniture items as per details given below:

Name of Work	Supply & Installation of Studio Tables & Studio Stools
Last Date, Time and Venue for submission of tender	Latest by 17.08.2010 (Tuesday) at 11:00 A.M. in the office of Joint Registrar (GA), Room No. 109, Administrative Block, GGSIP University, Kashmere Gate, Delhi - 110403
Estimated cost of Work	4.8 Lacs
Earnest Money Deposit	Rs. 25,000/- (Twenty Five Thousand Rupees) in the form of DD in favour of Registrar, GGSIPU, Payable at Delhi
Completion period of the work	Maximum 20 days (Twenty Days)
Opening of offers in presence of the authorized representatives of bidders, if any.	17/08/2010 (Tuesday) at 11.30 AM

This enquiry has also been posted on **University website**. Please **superscribe the sealed envelope containing quotation with reference no. of the quotation and quotation for Furniture Items Studio Tables & Studio Stools. Detailed Specifications and quantity are as follows:**

S.No.	Name of items & Specifications	Qty.
1.	Studio Tables – Studio drafting table specially designed in square MS pipe (1" section of 16 gauge) overall size 38" x 28" x 30" to have top of the drafting board (hard wood board) of size 42" x 30" x 22mm thick with one side fixed with 2 nos. hinges and other side adjustable with A1. Bracket to slant. The table should have one drawer of 6" height 12" width and 18" depth with side locking arrangement. The table also should have 12" wide two storage shelves, 28" deep duly fixed with side metal sheet of 18 gauge. This storage should also have a front single open able metal sheet shutter of 16 gauge with side locking arrangement All th MS section/sheet will be powder coated as per the approved shade. Heavy duty synthetic boots should be fixed at the bottom.	80 nos.
2.	Studio Stools – Studio stool for drafting made of frame size ¾ "16 gauge overall size 18" x 18" x 22". The stool seat made of 19 mm pre-laminated board. All the MS section will be powder coated as per the approved shade. Heavy duty synthetic boots should be fixed at the bottom.	80 nos.

Terms & Conditions:

1. The rate quoted should be inclusive of taxes as applicable indicating its percentage.
2. The payment will be made against the delivery & satisfactory installation.
3. Offers received without EMD will not be considered.
4. Delivery period will be 20 days from the award of the work order.
5. On-site warranty/guarantee should be two year from the date of Installation.
6. Rate quoted should be in words as well as in numbers.
7. Rate should be quoted for the above stated specifications of Furniture Items.
8. The EMD will be refunded to those Agencies those offers are not finally accepted.
9. Incase the successful Firm fails to under take work, the university will forfeit the EMD of the firm.
10. The firm will have to submit a Performance Bank Guarantee of 10% of the Value after award the work and the earnest money deposit of the lowest bidder shall be adjusted towards performance Security if the offer is accepted by the Competent Authority.

[Pankaj Agrawal]
Addl. Dy. Registrar [GA-II]