

**Cost: Rs.1000/-
(Rs. One Thousand only)**



**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SECTOR 16C, DWARKA, DELHI – 110075**

Name of Work: Supply & Installation of Furniture Items in
Conference Rooms / Seminar Hall at GGSIPU Campus,
Sector 16 C, Dwarka, New Delhi - 110075

TENDER DOCUMENT

**Additional Deputy Registrar
Purchase Branch
Room No. L010, Ground Floor, Library Block,
GGSIPU, Sector- 16C, Dwarka,
New Delhi – 110075
Contact Nos.: 25302149 – 150
Email address: purchaseipu@gmail.com**

INDEX

Name of Work: Supply & Installation of Furniture Items in Conference Rooms / Seminar Hall at GGSIPU Campus, Sector 16 C, Dwarka, New Delhi.

Sub Head: 'Supply & Installation of Furniture Items in Conference Rooms / Seminar Hall'

S.No.	Description	Page Nos.
1.	Notice Inviting Tender	4-17
2.	Information Regarding Technical Eligibility (Annexure A- I)	18-30
3	Mock-up (Annexure – J)	31
4	Form of Performance Security (Annexure – K)	32-33
5	Specification, Sketches & Drawings	34-37
6	Schedule of Quantities (Bill of Quantities)	38

**Guru Gobind Singh Indraprastha University
Sector 16C, Dwarka, , Delhi – 110075**

Tender Document

1. Name of work : Supply & Installation of Furniture Items in Conference Rooms /Seminar Hall at GGSIPU Campus, Sector 16 C, Dwarka, New Delhi

2. Last Date of Time for submission of tender : December 14th, 2011 upto 03:30 P.M.

3. Place / Office for submission for Tender : Office of Addl. Dy. Registrar, Purchase Branch, Room No. L010, Ground Floor, Library Block, Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi – 110075

4. Issued to : _____

5. Cost of Tender (Details)*
GGSIPU Receipt No. : _____
Dated : _____
Amount : Rs. 1000/-

6. Date of Issue of Tender Document : _____

7. Signature of the officer issuing the document : _____

8. University Seal : _____

* In case Tender is down loaded from University website, then enclose a D/D drawn in favour of Registrar, GGSIP University, payable at Delhi at a time of submission of tender document.

SECTION I

INFORMATION & INSTRUCTIONS FOR BIDDERS

Estimated Cost of Work	Rs.70 Lacs Approximately & 30% deviation from the proposed quantity will be acceptable to the bidder.
Earnest Money Deposit	Rs. 3,50,000/- (Rs. Three Lacs Fifty Thousand Only) In the form of DD in favour of Registrar, GGSIPU, Payable at Delhi
Cost of Tender Form (Non-Refundable)	Rs. 1000/- (Rs. One Thousand Only) through DD in favour of Registrar, GGSIPU, Payable at Delhi
Completion period of the work	Maximum 45 days (Forty Five Days) Supply & Installation to commence from 30 th day.
Issue of Tender Document	November 02 nd , 2011 to December 14 th , 2011 upto 3.00 PM on all working days from 10.00 AM to 03.00 PM. Tender Document may be purchased from Purchase Branch, Room No. L010, Ground Floor, Library Block, Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi – 110075. OR Tender Document may be down loaded from the University Website.
Date and time of submission of Tender	Latest by December 14 th , 2011 upto 03:30 PM
Opening of Technical bid in presence of the authorized representatives of bidders, if any.	December 14 th , 2011 at 04:00 PM

1.0 Introduction

- 1.1 The sealed item rate tenders are invited in two Bid System – (Technical & Financial Bid) on behalf of the Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, , Delhi – 110075 from reputed & eligible agencies for **“Supply & Installation of Furniture Items in Conference Rooms /Seminar Hall at GGSIPU Campus, Sector 16C, Dwarka, New Delhi”**.
- 1.2 All items must be quoted. The total order will be **“treated as a Package”** and lowest bid will be considered as an average of all items.

2.0 Scope

The work consists of:

- 2.1 **Supply & Installation of Furniture Items in Conference Rooms /Seminar Hall at University Campus at Sector-16C, Dwarka, New Delhi as per requirement given in Section-III.**
- 2.2 Installation/fixing of **Furniture items**, at the said location.
- 2.3 Comprehensive on-site **warranty** for a period of **24 months** from the last date of completion / installation for all the items supplied as certified by the University.

3.0 Definitions:

- 3.1 **GGSIPIU** means Guru Gobind Singh Indraprastha University, Delhi
- 3.2 **University** means Guru Gobind Singh Indraprastha University, Delhi
- 3.3 **Employer** means the Registrar, GGSIPIU and his successor
- 3.4 **Bidder** means the Manufacturer or his direct authorized distributor (dealing at first point), individual, proprietary firm, partnership firm, limited company private or public or corporation
- 3.5 **“Year”** means “Financial year” unless stated otherwise.

4.0 Who can apply:

- 4.1 If the bidder is a proprietary firm, the application shall be signed by the proprietor with his full typewritten name and the full name of his firm with its current address, Contact details etc.
- 4.2 If the bidder is a firm in partnership, the application shall be signed by all partners of the firm with their full typewritten names and current addresses, or alternatively, by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both cases, a certified copy of partnership deed and current address of all the partners of the firm should accompany the application.
- 4.3 If the bidder is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The bidder should also furnish a copy of the Memorandum and Articles of Association duly attested by a Public Notary.
- 4.4 **Joint Venture/ Consortiums are not accepted.**

5.0 Sealing and Marking of Bids

5.1 The bidder shall place the three separate envelopes (called inner envelopes) marked “Technical Bid”, “Financial Bid” and “Earnest Money Deposit” in one outer envelope. The inner envelopes will have marking as follows:-

- A) Technical Bid
- B) Earnest Money Deposit (EMD)
- C) Financial Bid

5.2 The sealed inner and outer envelopes containing the EMD, technical bid and financial bid shall be addressed to Registrar, Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi – 110075

5.3 The sealed tender shall bear the name and identification number of the Tender on the cover of the Envelope(s).

5.4 In addition to the identification required as above, **each** of the envelopes shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared late or is declared non-responsive.

6.0 Bid Submission:

6.1 The envelop named “**Technical Bid**” shall comprise of all documents as per **Clause-7**.

6.2 The envelope named “**Financial Bid**” and shall comprise of the price bids of the items included in **Section III**

6.3 Each page of the Technical Bid, Tender Document & Financial Bid must be sealed and signed by the authorized signatory of the bidder.

6.4 Duly signed tender document along with all corrigendum, addendum issued, if any, should also be sealed as part of technical bid.

6.5 Conditions other than those laid down in the Tender document will not be entertained.

7.0 Eligibility Criteria for Technical Bid

The formats/Annexure for the documents to be submitted, with Technical bid, are placed at **Section –II (Annexure – A, A1, A2 to Annexure J):**

7.1	Letter of Transmittal	Annexure – A
	Declaration by Bidder	Annexure – A1
	Compliance to Bid Requirement	Annexure – A2
7.2	Organizational Structure: - Legal status of the company/ organization with legal proof along with copies of the original documents	Annexure - B
7.3	Income Tax Registration (PAN No.),	Attach copies of the original documents
	Service Tax Registration,	
	Vat Registration/ TIN Number	
7.4	Average financial turnover of Rs. 5 Crore during the immediate last five consecutive financial years, duly audited, signed & stamped by a Chartered Accountant.	Annexure C
	The bidder should not have incurred losses in more than two years in the last 5 consecutive financial years, duly certified by Chartered Accountant, along with copies of audited profit and loss account of last five years	
7.5	Firm should have executed atleast one of the following in the last five years: (Details to be furnished in Annexure D) One single order of similar work of Furniture items having value of Rs. 40 Lacs OR Two similar work of Furniture items having value of Rs.30 Lacs each OR Three similar work of Furniture items having value of Rs. 20 Lacs each Explanation: 1. “Similar work” means the work of Supply & Installation, installation of Furniture Items in public sector undertaking, Govt. department, Educational Institutions or in reputed private sector with having a Turnover of more than Rs. 100 Crore. 2. “Value” shall mean gross value of the completed work including the cost of materials. This should be certified by an officer of the client organization on their letter-head.	Annexure D
7.6	The bidder will have to furnish the information regarding the Client Satisfaction Report/Performance Report of the works (each) of all works of similar nature mentioned in the clause 7.5 , completed during the last five years ending last day of the month of March 2011 (separate sheet i.e. Annexure E shall be filled up for each work from client)	Annexure E
7.7	The bidder should have a solvency of Rs. 50 Lacs , certified by his bankers.	Annexure F
7.8	An affidavit on Rs. 10/- (non-judicial stamp paper) declaring that the bidder/ organization has not been blacklisted/debarred by any of the government/ public sector agency in the last 3 years. A declaration of fair business practice by the Bidder.	Annexure – G
7.9	All items of the Tender must be quoted by the Manufacturer (individual, proprietary firm, partnership firm, limited company private or public or corporation). Incomplete quote shall be summarily rejected.	
7.10	The offer submitted by the firm should be alongwith the brochure/catalogues of the all quoted furniture items	
7.11	Valid ISO 9001, ISO 14001, OHSAS 18001 certificate.	Attach valid copies of the original documents
7.12	The Manufacturer should have a authorized service centre in Delhi NCR only	Attach copy of proof

8.0 Evaluation Criteria:

8.1 The details submitted by the bidders will be evaluated in the following manner:

8.1.1 The “initial eligibility criteria” prescribed in para 7.0 to 7.12 above in respect of experience in similar class of works completed, financial turnover, solvency, profitability and valid registration will first be scrutinized and bidder eligibility for the work be determined.

8.1.2 The bidders qualifying the “initial eligibility criteria” as set in para 8.1.1 will be evaluated for following criteria by scoring method on the basis of details furnished by them & they have to submit & install the mock-up/samples of furniture item as listed in **Annexure – J** at GGSIP University, Sector 16C, Dwarka, New Delhi within 15 days of the letter of intimation to the qualified bidders in the “initial eligibility criteria”:

1.	Financial Strength (Annexure – ‘C’)	Max. Marks	20
2.	Experience in similar work during last five years (Annexure- ‘D’)	Max. Marks	20
3.	Performance on woks (quality) (Annexure – ‘D’ & ‘E’)	Max. Marks	20
4.	Manufacturing Capability a) Adherence to standards/ specifications b) Plant and machinery (Annexure ‘I’)	Max. Marks Max. Marks 10 Max. Marks 10	20
5.	Mock-up (As required in “ Annexure – J ”)	Max. Marks	20

To pre-qualify for opening of financial bids, **the bidder must secure at least sixty percent marks in aggregate and fifty percent marks in each criteria above.** The scoring method for evaluation of bids shall be done as given in **Annexure - H**. However, GGSIPU reserves right to restrict the firms for opening of financial bids.

Note : The tenderer shall submit

1. Copy of the work done / completion certificates from client / consultant not below the rank of Administrative Officer/Executive Engineer / Project Manager.
2. Copy of valid ISO 9001, ISO 14001, OHSAS 18001 and Green Guard environment certificate.
3. The bidder is required to installation of furniture items in the University Campus at Sector 16-C, Dwarka. Though the mock up is property of the bidder, University at its discretion may send whole or part of mock up for testing in test Lab to check technical specifications during which sample may get damaged or retained by test lab. Nothing shall be paid by University on this account.

8.1.3 Evaluation of Financial bid.

8.2 **Technical bid Evaluation:**

8.2.1 Even though any bidder may satisfy the above requirements, he/she would be liable to disqualification if he/she has:

8.2.1.1 Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.

8.2.1.2 Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weaknesses etc.

8.3 **Opening of Financial bid and evaluation:**

After the Technical evaluation of the bids, the University will open the 'Financial Bids' of all the bidders who have qualified in the Technical Eligibility Criteria as per Clause 7, at notified time, date and place in the presence of the qualified bidders or their representatives, if any. **The lowest financial bidder shall only be considered for award of work.**

9.0 **Earnest Money Deposit:**

9.1 The Earnest Money Deposit (EMD) of **Rs. 3,50,000/- (Rupees Three Lacs Fifty Thousand)** must be attached (see Clause 5.1). The Earnest money shall be accepted with a minimum validity of 6 months in the following forms and shall be in favour of "Registrar, GGSIPU", payable at Delhi:-

- i. Demand draft / Bankers cheque
- ii. Fixed deposit receipt (FDR)

9.2 Tenders with no earnest money deposit will summarily be rejected. In case of successful bidder of the financial bids, the earnest money will be returned after obtaining the required 10% Performance Security in the form of FDR alongwith the agreement on non-judiciary stamp paper of Rs. 100/-.

9.3 In the case of unsuccessful bidders, the Earnest Money Deposit will be refunded without any interest.

10.0 **Financial Bid:**

10.1 The bidder shall quote unit item rates in Indian rupees (INR), both in words and figures in the Schedule quantities only. No alterations in the form of tender, in the schedule of quantities or additions etc. shall be permitted. In case of difference between the rates of items written in figures and in words, the rates of items written in words shall be taken as correct. No changes in unit rates shall be allowed. The rates quoted in schedule quantity are for finished and completed items and no extra amount for carting or transporting material, labour etc. shall be paid unless specifically so mentioned or provided for in tender. The rates should be inclusive of all leads and lifts for all materials in the completed items and also include all taxes, duties, royalties etc. including Work Contract Tax, labour cess, ESI, EPF etc. as applicable. No extra payment on this account will be made.

- 10.2 The Work Contract Tax/Turnover Tax/Income Tax shall be deducted at source at the rate that will be in force from time to time.
- 10.3 Terms of price shall be in Indian rupees (INR) inclusive of duties, packing, forwarding, transportation, assembly, installation at University Campus at Sector 16 C, Dwarka, providing **24 months Warranty** (on site and comprehensive) for all items along with applicable taxes and levies.

11.0 General:

- 11.1 All information called for in the enclosed forms should be furnished against the relevant places in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against at the relevant place. Even if no information is to be provided in a column, a “nil” or “no such case” entry should be made in that column. If any particular/query is not applicable in case of the bidder, it should be stated as “not applicable”. **The bidders are cautioned that Supply & Installation for incomplete information called for in the application forms or deliberate suppression of any information may result in the bid being summarily disqualified. Bids received after the expiry of the stipulated date and time mentioned in the tender document will not be entertained.**
- 11.2 The bid document should be legibly **written and serially numbered with proper tagging and binding**. The bidder should sign each page of the bid.
- 11.3 Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing with date and rewriting. Pages of the eligibility criteria document are to be numbered. Additional sheets, if any added by the bidder, should also be numbered. Bid should be submitted as a package with signed letter of transmittal.
- 11.4 References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by officer of the client organization with name & designation.
- 11.5 The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of tender document unless it is called for by the University.
- 11.6 Any information furnished by the bidder found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of any work in GGSIPU.
- 11.7 The successful bidder shall have to work in co-ordination and co-operation with any other agencies appointed by the University to work simultaneously in the same or adjoining area. The decision of the University in case of any dispute between the different agencies appointed by the University shall be final and a binding.
- 11.8 The bidder will have to enter into regular agreement **within 7 days** from the receipt of acceptance of the tender and shall abide by all the rules and regulations embodied therein.

- 11.9 Income tax, Works Contract Tax and any other tax at the rates in force during the progress of contract that will be in force from time to time shall be recovered / deducted from the released payment amount.
- 11.10 Sales Tax, purchase Tax, turnover tax or any other tax on material applicable on the date of submission of bid in respect of this contract shall be payable by the contractor and University will not entertain any claim whatsoever in respect of the same.
- 11.11 The bidder shall have to make his own arrangement at no extra cost to the University for water Supply & Installation, sanitation and electric Supply etc. at the site of work.
- 11.12 On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the University shall be communicated in writing to the Registrar.
- 11.13 The contractor shall furnish a list of University employees related to him, if any.
- 11.14 If the bidder shall obtain a contract with GGSIPU as a result of wrong tendering or other non-bonafide methods of competitive tendering, the University reserves the right to terminate the contract without any liability to the contractor.
- 11.15 Without prejudice to any of the rights or remedies under this contract if the contractor dies, the University shall have the option of terminating the contract without compensation to the legal heir of the contractor.
- 11.16 Escalation: Increase in rates of material / Labour shall not be payable on any account. Price quoted shall be firm and no escalation will be allowed on any account.
- 11.17 The successful bidder will have to sign an agreement within stipulated time period as mentioned in the letter of intent. The necessary fees, stamp paper, etc. required for completing the agreement have to be borne by the bidder.
- 11.18 **Scope of Works**
The Scope of work shall consist of fabrication and assembly for **Furniture** including manufacturing, Supply & Installation, preparation of design drawing; erection and placing in position at site, complete in all respects, and its maintenance during warranty period.
- 11.19 **Specification for Work, Quality and Workmanship**
The procurement of various materials shall be either from the manufacturers or their main authorized dealers to ensure that no duplicate/spurious makes are used in the works. The entire work shall be warranted for a period of one year against defective material and poor workmanship with liability of replacement or to the satisfaction of the University.
- 11.20 **Drawings**
The drawing provides a general idea about the work to be performed under the Scope of the Contract and are by no means final drawings showing the full range of work under the scope. Work has to be executed strictly according to Mock-up and shop drawing submitted with the bid and correction if any suggested /approved by the University.

11.21 Watch and Ward

The Contractor shall be responsible for watch and ward of all the works, equipment and various materials till complete handing over the works.

11.22 Safety and Security

Safety and Security of workers/staff, material, equipments, etc. will be the responsibility of the contractor. The university will not be held responsible on this account

11.23 The University reserves the right, without being liable for any damages or obligation to inform the bidder, to:

- (a) Amend the scope and value of contract to the bidder.
- (b) Reject any or all the applications without assigning any reason.

11.24 Any effort on the part of the bidder or his agent to exercise influence or to pressurize the University would result in rejection of his bid. Canvassing to any kind is prohibited.

12.0 Final decision making authority

The University reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders. No claim whatsoever will be entertained / paid by the university to the bidder (s).

13.0 Summary Rejection of tender:

13.1 The tenders not accompanied with Tender Fees and Earnest Money Deposit shall be summarily rejected. Similarly, if the bidder proposes any alternation in or additions to the prescribed form of tender or decline to carry out any work of the tender document; or any conditions mentioned, etc., his tender is liable to be rejected.

14.0 Particulars provisional

14.1 The University reserves the right to execute the work or reject the tender without assigning any reason or incurring any liability to the bidder.

14.2 The University has the power to make alteration in, omission from, addition of or substitution for the original specifications, drawings, designs.

14.3 Variation in the quantity of work order will be up to 30 % from the proposed quantity and must be acceptable to the bidder for a period of one year from the date of acceptance of the work order.

15.0 Site visit

The bidder is requested to visit the work site and get acquainted with site conditions regarding layout and all other matters, affecting the work before filling in the item rates. Submission of a tender by a bidder, implies that they have read these instructions and have made themselves aware of the scope of the work, conditions of contract and University will not, therefore, bear any extra charges on any account, in case the bidder finds later on to have misjudged the site conditions or specification.

16.0 Amendment of tender document:

16.1 Before the deadline for submission of tender, the University may modify the tender document by issuing addenda.

16.2 Any addendum thus issued shall be a part of the tender document and shall be uploaded on the University website (www.ipu.ac.in). Prospective bidders must visit the website before filling and submission of Tender Document for such information.

17.0 Validity of Tender:

One hundred and Eighty days from the date of opening of tender. During this period no bidder shall be allowed to withdraw his tender. In case of withdrawal, the EMD submitted by the bidder shall be forfeited and no claim shall be entertained on this regard.

18.0 Performance Guarantee:

18.1 The Performance Guarantee of 10% of the total tendered value will be deposited by the tenderer within the 10 days after the letter of intent. The Performance Guarantee shall be accepted in the following form and shall be in favour of “Registrar, GGSIPU”, payable at Delhi with a validity of months as under:-

- i. Fixed deposit receipt (FDR) of a nationalized bank (27 months validity)
- ii. Bank Guarantee(As per **Annexure-K**) (27 months validity)

18.2 The Performance Guarantee will be refunded without any interest after the successful installation and completion of warranty period.

18.3 In case of non submission of Performance Guarantee within specified time, the earnest money will be forfeited and the University may consider to black list/debarred the contractor.

18.4 In case a fixed deposit receipt/ Bank Guarantee of any bank is furnished by the contractor to the University as part of the Performance Guarantee and the Bank is unable to make payment against the said instrument. The loss caused thereby shall fall on the contractor and the contractor shall forthwith on demand furnish additional security to the University to make good the deficit.

19.0 Sample Approvals

19.1 A pre-delivery inspection may be undertaken by the University representatives at the place of manufacturing of the suppliers works. If required, inspections at various stages of manufacturing can also be undertaken by the university representatives at suppliers work and contractor should not have any objection for the same. The time taken for delivery inspection is inclusive of the scheduled completion time of the delivery & installation. If there are any issues regarding quality of material the University reserves right to get the material tested and the contractor has to pay all expenses towards transportation, testing charges, etc.

20.0 Warranty

The bidder shall provide **24 months** Warranty (on site and comprehensive) on all items from the last date of installation and shall be responsible for any defects that develop in the

Furniture. They shall also replace any defective part of the product supplied and other accessories, without any exception and recourse, free of cost.

The bidder is responsible for all packing, unpacking, assembly, installation of units. The bidder will test the products and accomplish the adjustments necessary for successful and continuous operation of the products supplied at all installation sites and shall ensure maintenance of the supplied products during the warranty period. All the repairing / replacing of defects shall be done by the bidder totally free of cost.

21.0 Duration

The items covered under this tender are required to be delivered and installed at University Campus at Sector 16C, Dwarka, New Delhi **within 60 days**, as specified in delivery schedule submitted by bidder. The Supply & Installation and installation is to commence 60th day after the issue of letter of Indent. The 60 days will start after 10 days from date of Issue of Letter of Indent by the University.

22.0 Payment Terms

Payment for Goods and Services shall be made by University in Indian Rupees as follows:

- 22.1 Payment will be made in installments for respective batches / lots as specified in the delivery schedule
- 22.2 80% of the payment, on prorata basis, will be made on delivery, assembly, installation and receipt of the invoice against thereof for each batch / lot.
- 22.3 The 20% of the contract price shall be paid to the supplier after the complete Supply & Installation as well as inspection as mentioned in the purchase order.
- 22.4 Each invoice should be submitted in duplicate clearly specifying contract no, goods description, quantity, unit price, total amount along with warranty certificate, etc.
- 22.5 No advance payment will be made under any circumstances.

23.0 Delay and Non Conformance

- 23.1 If the bidder fails to Install any or all of the goods with in the period specified in the Purchase Order, University shall without prejudice to its other remedies under the Purchase Order, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% of the contract price of the delayed goods weekly or part thereof of delay until actual delivery.. The penalties will be maximum of 10% of the contract amount / awarded value.
- 23.2 In case of extraordinary delay or beyond 30 days of stipulated delivery period, University reserves the right to terminate the contract, without any liability to cancellation charges, forfeit/encash the submitted Performance Guarantee and blacklist/debarred the defaulting firm.

24.0 Services during warranty period

- 24.1 The maximum response time for maintenance complaint during warranty period (i.e. time required for bidder's maintenance engineer to report at the installation after a request call/telegram is made or letter is written) shall not exceed 01 day.
- 24.2 The period for correction of defects in warranty period is 03 days.
- 24.3 In case an item is not usable beyond the stipulated maximum downtime the contractor will be required to arrange for an immediate replacement.
- 24.4 In case the rectification of defects is not carried out within 03 days and replacement of defective items are not provided, a penalty of sum equivalent to 5% per week of the delivered price of that defective item(s) shall be levied. This penalty is applicable upto a maximum of 4 weeks (maximum 20%). Subsequently, the rectification shall be carried out by the University at the risk and cost of the contractor. The cost of repairs along with the penalty of 100% shall be recovered from the payment withheld with University.

25.0 Packing and Marking

- 25.1 All packing should be strong enough to withstand rough handling during loading/ unloading and transporting. Fragile articles should be packed with special precaution and should bear the marking like Fragile, handle with care, This side up etc.
- 25.2 All protection and threaded fittings shall be suitably protected and covers shall block the openings.

26.0 Substitution and Wrong Supplies

Unauthorized substitution or materials delivered in error of wrong description or quality or supplied in excess quantity or rejected goods shall be returned to the contractor at contractor's cost and risk.

27.0 Insurance, Freight and Deliveries

- 27.1 The contractor shall make all arrangements towards safe and complete delivery at the designated locations indicated by University in the Purchase Order. Such responsibility on part of the contractor will include taking care of insurance, freight, state level permits etc. as applicable.
- 27.2 The contractor will keep University informed about changes, if any, in various stages of deliveries, installation.

8.0 Arbitration and Settlement of Disputes:

- 28.1 University and the contractor shall make every effort to resolve amicably by direct information negotiation by difference or dispute arising between them under or in connection with the University order.
- 28.2 If after thirty (30) days from the commencement of such informal negotiations, University and the contractor have been unable to resolve amicably the dispute, either party may require that the dispute be referred for resolution to the formal mechanisms as specified hereunder:

- 28.2.1 Any dispute or differences whatsoever arising between the parties out of or relating to the manufacturing, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the award made in pursuance thereof shall be binding on the parties. The sole arbitrator shall be appointed by the Vice Chancellor, GGS Indraprastha University.
- 28.2.2 The performance under this contract shall not stop for any reason whatsoever during the said dispute/proceedings, unless the contractor is specifically directed by University to desist from working in this behalf.
- 28.2.3 The venue of arbitration shall be Delhi/ New Delhi. The language of proceedings shall be English. The Law governing the substantive issues between the parties shall be the Laws of India. All disputes are subject to the jurisdiction of the Delhi Courts only
- 28.2.4 It is also a term of that if any fees are payable to the arbitrator, these shall be paid equally by both the parties. It is also a term of the contract that the arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims.

29.0 Force Majeure

For purpose of this Clause, “Force Majeure” means an event beyond the control of the contractor and not involving the Contractor’s fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the University either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargo.

If a Force Majeure situation arises, the contractor shall promptly notify the University in writing of such conditions and the cause thereof. Unless otherwise directed by the University in writing, the Supplier shall continue to perform its obligations under the Purchase Order as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

SECTION II

**INFORMATION REGARDING TECHNICAL
ELIGIBILITY**

(Annexure A to J)

LETTER OF TRANSMITTAL

From:

To

The Registrar
GGS IPU
Sector 16C, Dwarka,
Delhi

Sub: Submission of Tender Document for the work of **“Supply & Installation of Furniture Items in Conference Rooms /Seminar Hall at GGSIPU Campus, Sector 16C, Dwarka, New Delhi”**.

Sir,

Having examined the details given in Tender document for the above work, I/we hereby submit the relevant information:-

1. I/we hereby certify that all the statement made and information supplied in the enclosed annexures / forms accompanying statement are true and correct.
2. I/we have furnished all information and details necessary for eligibility and have no further pertinent information to Supply & Installation.
3. I/we submit the requisite certified solvency certificate and authorize the Registrar, GGSIPU to approach Bank issuing the solvency certificate to confirm the correctness thereof. I/we also authorize the GGSIPU to approach individuals, employers, firms and corporation to verify our competence and general reputation.

Name & Signature(s) of Bidder(s) with seal

DECLARATION BY THE BIDDER

We _____ (Name of the Bidder) hereby represent that we have gone through and understood the Bidding Document (which in two parts) in Part-I (Commercial Section & Technical Section) and Part-II (Schedule of Quantities) and that our Bid has been prepared accordingly in compliance with the requirement stipulated in the said documents.

We are submitting a copy of Bidding Document marked “Original” as part of our Bid duly signed and stamped on each page in token of our acceptance. We undertake that Part-I and Part-II of the Bidding Document shall be deemed to form part of our bid and in the event of award of work to us, the same shall be considered for constitution of Contract Agreement. Further, we shall sign and stamp each page of this Part-I and Part-II as a token of Acceptance and as a part of the Contract in the event of award of Contract to us.

We further confirm that we have indicated prices in Schedule of Quantities and submitted in Price Bid in separately sealed envelope. We confirm that rate quoted by us includes price for all works/activities/supply etc. as mentioned in item description of the items in Schedule of Quantities.

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

Note : This declaration should be signed by the Bidder’s representative who is signing the Bid.

COMPLIANCE TO BID REQUIREMENT

We hereby agree to fully comply with, abide by and accept without variation, deviation or reservation all technical, commercial and other conditions whatsoever of the Bidding Documents and Addendum to the Bidding Documents, if any, for subject work issued by GGSIPU.

We hereby further confirm that any terms and conditions if mentioned in our bid (Un-priced as well as Priced Part) shall not be recognized and shall be treated as null and void.

SIGNATURE OF BIDDER : _____
NAME OF BIDDER : _____
COMPANY SEAL : _____

ORGANISATION STRUCTURE

1. Name & Address of the Bidder :
2. Telephone No./Fax No./ e-mail :
3. Legal status of the Bidder (attach copies of original document defining the legal status)
 - a) An Individual
 - b) A proprietary firm
 - c) A firm in partnership
 - d) A limited company or Corporation
 - e) A Public Sector Undertaking
4. Particulars of registration with various Government Bodies (Attach attested Photo Copy)
Organization /Place of registration Registration No
5. PAN No. -----
6. Names and Titles of Directors & Officers with designation to be concerned with this work. :
7. Name & Designation of individuals authorized to act for the organization :
(Pl attach power of attorney in favour of authorized representative duly signed by authorized signatory)
8. Was the Bidder ever required to suspend work for a period of more than six months continuously after you commenced the construction? If so, give the name of the project and reasons of suspension of work. :
9. Has the Bidder, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment. :
10. Has the Bidder, or any constituent partner in case of partnership firm, ever been debarred/ black listed for tendering in any organization at any time? If so, give details. :
11. Has the Bidder, or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details. :
13. Any other information considered necessary but not included above. :

(Stamp, Name & Signature of Bidder)

DETAILS OF ANNUAL TURNOVER

A. FINANCIAL DETAILS

Financial Years	Gross Annual Turnover on Supply & Installation of Furniture Items (In Lakhs)	Profit/Loss (In Lakhs)
2010-2011		
2009-2010		
2008-2009		
2007-2008		
2006-2007		

B. Audited balance sheet and profit & loss account for above five years to be submitted.

C. Latest Solvency certificate from Banker valid on date of receipt of tenders.

(Stamp, Name & Signature of Bidder)

DETAILS OF SIMILAR WORKS COMPLETED DURING LAST 05 (FIVE) YEARS

Sl.No.	DESCRIPTION OF WORK	POSTAL ADDRESS OF CLIENT WITH CONTACT NUMBERS	CONTRACT VALUE	COMPLETED VALUE	STARTING DATE	SCHEDULED COMPLETION DATE	ACTUAL COMPLETION DATE	REASONS FOR DELAY, IF, ANY

NOTE: Performance Report issued by Client for all above job(s) shall be furnished alongwith the Bid as per Annexure - E.

(Stamp & Signature of Bidder)

PERFORMANCE REPORT OF EACH WORK REFERRED IN ANNEXURE - D

1. Name of work/ Project & Location :
2. Name of Client and Address with
Contact details :
3. Agreement No./ Work Order No. :
4. Value of work as per
work order/Award : Rs.
5. Total value of actual work done : Rs.
6. Estimated Cost of award : Rs
7. Date of start :
8. Date of completion
 - i) Stipulated date of completion :
 - ii) Actual date of completion :
9. Amount of compensation levied for delayed completion, if any : Rs.
10. Amount of reduced rates item if any : Rs
11. Amount of compensation not yet decided :
12. Performance Report
 - 1) Quality of work Excellent/Very Good/Good/Fair/Poor
 - 2) Financial soundness Excellent/Very Good/Good/Fair/Poor
 - 3) Technical Proficiency Excellent/Very Good/Good/Fair/Poor
 - 4) Resourcefulness Excellent/Very Good/Good/Fair/Poor
 - 5) General behaviour Excellent/Very Good/Good/Fair/Poor

(Signature & Stamp of Director/Registrar/Admin. Officer/Ex. Engineer or Equivalent)

Dated :

Note :

1. This Annexure should be submitted separately for each work completed by the Bidder during last 05 (five) years and the works indicated in **Annexure D**.
2. This ANNEXURE shall be signed & stamped by the Bidder's Client not below the rank of Executive Engineer or equivalent.
3. The Name, Address, Contact details (Mobile, Fax, Email, and Landline Phones) of Client should be indicated to facilitate confirmation of work.

Solvency Certificate from Bankers of the company in the following form:
FORM OF BANKER'S CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information M/s..... having marginally noted address, a customer of our bank are/is respectable and can be treated as good for any engagement upto a limit of Rs..... (Rupees.....)

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)
For the Bank

NOTE

- (1) Bankers certificate should be on letter head of the Bank, sealed in cover addressed to tendering authority,
- (2) In case of partnership firm, certificate should include names of all partners as recorded with the bank.

Signature of Chartered Accountant with seal

Signature of Bidder(s) with seal

DECLARATION FOR FAIR BUSINESS BY THE BIDDER

(Affidavit on Non-Judicial Stamp Paper of Rs.10/- duly attested by Notary / Magistrate)

This is to certify that We, M/s _____ in submission of this offer confirm that:-

- i) We have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements;
- ii) We do not have records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
- iii) Business has not been banned with us by any Central / State Government Department/ Public Sector Undertaking or Enterprise of Central / State Government.
- iv) We have submitted all the supporting documents and furnished the relevant details as per prescribed format.
- v) The information and documents submitted with the tender by us are correct and we are fully responsible for the correctness of the information and documents submitted by us.
- vi) We understood that in case of any statement/information/document furnished by us or to be furnished by us in connection with this offer is found to be incorrect or false, our EMD in full will be forfeited and business dealings will be banned.
- vii) We have not been punished / penalized by way of imprisonment in last three years.
- viii) We have not been blacklisted/debarred by any of the Government/Public Sector Agency in last three years.

SEAL, SIGNATURE & NAME OF THE BIDDER

Signing this document

Criteria for Evaluation for Eligibility

Agency Profile for Eligibility	Evaluation & Marks Assigned			Marks Obtained
1. Financial Strength (20 Marks)				
i). Average Annual Turnover in last five years (15 Marks) a) For minimum Eligibility Criteria b) For twice the minimum Eligibility Criteria or more c) In between (a) & (b) ii). Solvency (5 Marks)	10 15 on pro-rata basis 5			
2. Experience in Similar Class of Works (20 Marks)**				
a) For minimum eligibility criteria. b) For twice the minimum eligibility or more c) In between (a) & (b)	12 08 on pro-rata basis			
3. Performance on Works (20 Marks)*				
Excellent / Outstanding Very Good Good Fair/Satisfactory Poor	20 15 10 05 0			
4. Manufacturing Capability (20 Marks)				
i) Adherence for standard / procedures (10 Marks)***				
ISO 9001 ISO 14001 ISO 18001 Green Guard	2.5 2.5 2.5 2.5			
ii) Plant & Machinery – as per annexure - I (10 Marks)				
	Routing and lipping machine	0.25 marks per machine	Max 1.0 mark	
	Panel Saw	0.25 marks per machine	Max 1.0 mark	
	Bander	0.25 marks per machine	Max 1.0 mark	
	Router LVD	0.25 marks per machine	Max 1.0 mark	
	Multispine drilling machine	0.25 marks per machine	Max 1.0 mark	
	Power press	0.25 marks per machine	Max 1.0 mark	
	Fork lift	0.25 marks per machine	Max 1.0 mark	
	Powder coating system (computerized, seven stage)	1 marks per system	Max 1.0 mark	
	In House Testing Lab with caliper checker, DFT meter, surface.	Full marks for all the	Max 1.0 mark	

	Abrasion Resistance tester, Scratch Abrasion Resistance tester, Scratch Resistance hardness tester, pencil scratch hardness tester, falling block impact tester, substance indicator, brushing strength tester, cross hatch adhesion tester, salt spray, slip gauge set.	testing equipment. Proportionate marks for less equipment.		
	TIG & MIG Welding Machine.	0.25 mark per machine	Max 0.50 mark	
	Numeric Control Press Brake for Bending.	0.25 mark per machine	Max 0.50 mark	
5. Mock-up / Sample (20 Marks)	Sample installed by the agencies will be evaluated by a Committee constituted for the purpose on the basis quality product, technical specifications, workmanship, useability etc. and marks allotted to each bidder.			

* Similar works considered for initial eligibility shall be evaluated for marking for quality. In case of more than one work, average of the marks for each work will be calculated.

** Only similar works with value of minimum eligibility or more shall be considered.

*** Certificate of Original Manufacturer

Note:

- To pre-qualify for opening of financial bids, **the bidder must secure at least sixty percent marks in aggregate and fifty percent marks in each criteria above.**
- However, GGSIPU reserves right to restrict the firms for opening of financial bids.

DETAILS OF PLANT AND MACHINERY

S. No.	Name of Equipment	Nos.	Capacity or Type	Year Purchase	Make
1.	Routing and lipping machine				
2.	Panel Saw				
3.	Bander				
4.	Router LVD				
5.	Multispine drilling machine				
6.	Power press				
7.	Fork lift				
8.	Powder coating system (computerized, seven stage)				
9.	In House Testing Lab with caliper checker, DFT meter, surface. Abrasion Resistance tester, Scratch Abrasion Resistance tester, Scratch Resistance hardness tester, pencil scratch hardness tester, falling block impact tester, substance indicator, brushing strength tester, cross hatch adhesion tester, salt spray, slip gauge set.				
10.	TIG & MIG Welding Machine.				
11.	Numeric Control Press Brake for Bending.				

- Please furnish details of manufacturing Plant i.e. address, contact person, telephone no. at plant with photograph.
- GGSIPU reserves the right to visit the manufacturing plant to check/verify the data mentioned. In case of false representations bidder is liable for rejection.

CHECK LIST FOR SUBMISSION OF BID

Bidder is requested to fill this check list and ensure that all details/documents have been furnished as called for in the Bidding Document along with duly filled in, signed & stamped checklist **with each copy of the "Un-priced bid (Part – I)"**.

Please tick the box and ensure compliance:

- 1 EMD
- 2 Bid Forwarding Letter
- 3 Power of Attorney in Favour of the person who has signed the bid on stamp paper of Appropriate value.
- 4 Partnership Deed in case of partnership firm and Article of Association in case of limited company.
- 5 Compliance to Bid Requirement
- 6 Declaration by the bidder
- 7 All pages of the bid have been page numbered in sequential manner.
- 8 Annexure(s) – A to J
- 9 Copy of ISO 9001, ISO 14001, 18001 and Green Guard Certificate
- 10 Valid VAT, Service Tax, Excise Registration

SIGNATURE OF BIDDER : _____

NAME OF BIDDER : _____

COMPANY SEAL : _____

The Bidders are required to provide fully finished mock-up as per the specifications & diagrams as given in schedule of quantities alongwith the technical bid, and ensure that all required items have been provided in the Bidding Document.

Mockup

S. No.	Name of the Items
1	Conference Table
2	Wooden computer Table 3' x 2'
3	Cushioned HI Back Conference Room Chair
4	Cushioned Mid Back Conference Room Chair
5	Cushioned Low Back Chair
6	Visitor Chair with Arms

**Form of Performance Guarantee
Bank Guarantee Bond**

1. In consideration of the GGSIPU (hereinafter called “The University”) having offered to accept the terms and conditions of the proposed agreement between ----- and ----- (hereinafter called “the said Contractor(s)”) for the work - ----- (hereinafter called “the said agreement”) having agreed to production of a irrevocable Bank Guarantee for Rs.----- (Rupees ----- only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and condition in the said agreement.

We, -----(indicate the name of the Bank) ----- (hereinafter referred as “the Bank”) hereby undertake to pay to the University an amount not exceeding Rs.---- (Rupees ----- only) on demand by the University.

2. We, -----(indicate the name of the Bank) ----- do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the University stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.----- (Rupees ----- only).

3. We, the said bank further undertake to pay the University any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.

4. We, -----(indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the University under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Project-in-Charge on behalf of the University certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.




5. We, -----(indicate the name of the Bank) further agree with the University that the University shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said

Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the University against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the University or any indulgence by the University to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. We, -----(indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the University in writing.
8. This guarantee shall be valid upto ----- unless extended on demand by the University. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs.----- (Rupees ----- only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Dated the ----- day of ----- for ----- (indicate the name of the Bank)


Technical Specifications/Drawings/Pictures


S. no.	Items	Dimen sions	Specifications	Qty	
1	Conference Table	675W x 600D	Providing & fixing in position Conference Table with one seat of Size 675 x 600 x 750 having work surface Top thickness is 25mm PLB with PVC beading allover. Understructure is made up of leg made from 18mm thick PLT having curved profile .Modesty made from PLT (Pre-laminate Twin) board 18mm thick in two shades. Wire manager a wire manager running along the width of desk fitted on the modesty panel from inside. As per the Direction of the Chairman committee.	186	
2	Wooden computer Table 3' x 2'	750Hx800Wx430D	Providing and fixing of computer Table .Raw Material (specs of laminations & thickness): PLB Pre-laminated particle board 18 mm [NOVOPAN BOARDS]Metal Parts: (Material & Coating details) SLIDE MOUNTING DRAWER SLIDE [BlackPowder coating]Knock down fitting.Board Properties/Specs:18 mm melamine impregnated paper (particle board) board, with all sides 2mm PVC edging.Density: 640 to 800 kg/m3,Moisture Content: 10%,Modulus of Rupture: 13.0 N/mm2,Tensile Strength : 0.40 N/mm2.as per the Direction of the Chairman committee.	5	
3	Cushioned HI Back Conference Room Chair	Width (W): 750 Depth (D): 750 Height (H): 995 – 1095 Seat Height (SH): 420-520	Providing & fixing High Back Chair for conference .SEAT/BACK ASSEMBLY: The seat is made up of 1.2 cm. thick hot pressed plywood upholstered with fabric and moulded Polyurethane Foam.fabric upholstery covers and moulded polyurethane foam.support for comfortable seating posture.The polyurethane foam for seat and back is moulded with density = 45 +/-2 kg/m3 and Hardness = 20 +/- 2 The armrest top is injection moulded from polyurethane(P.U)and mounted on to a drop lift adjustable type M.S. tubular armrest support. The armrest height adjustable up to 6.5cm in 5 steps.The armrest top is injection moulded from polyurethane(P.U) and mounted on to a fixed type M.S. tubular armrest support. The arm support has static vertical adjustment of +/-1.5cm. The mechanism is designed with the following features:- 3600 revolving type.- Single point control. Front pivot for tilt with feet resting on ground ensuring more comfort.- Tilt tension adjustment.- 4-position locking with anti-shock feature - Seat back tilting ratio of 1:2 (110 Seat Tilt /220 back tilt The backrest consists of a sliding up down mechanism, which can be adjusted in the range	23	

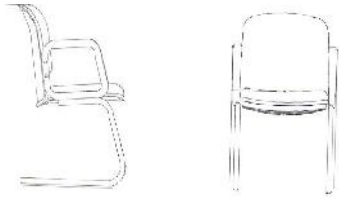
of 4.5 cm. An adjustment of 10.0 cm The pedestal is fabricated from CR steel, chrome plated and assembled with and injection moulded black polypropylene hub cap and 5 nos. twin wheel castors (castor wheel dia. 5.0 cm). The pedestal is 65.0cm. Pitch-center dia. (75.0 cm with castors). The twin wheel castors are injection moulded in black Nylon. Leg frame welded assembly made from 35 X 15 X 16BG (1.6THK) elliptical MS ERW tube with base plate for seat fixing .as per the Direction of the Engineer-in-charge.



WIDTH (W): 75.0 CM.
 DEPTH (D): 75.0 CM.
 HEIGHT (H): 99.2-119.0 CM.
 SEAT HEIGHT (SH): 42.0-52.0 CM.
 UNSPECIFIED TOL. = ±0.5 CM.

4	Cushioned Mid Back Conference Room Chair	Width (W): 750 Depth (D): 750 Height (H): 870 – 970 Seat Height (SH): 420-520	<p>Providing & fixing of Conference Chair. The seat is made up of 1.2 cm. thick hot pressed plywood upholstered with fabric and moulded Polyurethane Foam. fabric upholstery covers and moulded polyurethane foam. support for comfortable seating posture. The polyurethane foam for seat and back is moulded with density = 45 +/-2 kg/m³ and Hardness = 20 +/- 2 The armrest top is injection moulded from polyurethane (P.U) and mounted on to a drop lift adjustable type M.S. tubular armrest support. The armrest height adjustable up to 6.5cm in 5 steps. The armrest top is injection moulded from polyurethane (P.U) and mounted on to a fixed type M.S. tubular armrest support. The arm support has static vertical adjustment of +/-1.5cm. The mechanism is designed with the following features:- 3600 revolving type.- Single point control. Front pivot for tilt with feet resting on ground ensuring more comfort.- Tilt tension adjustment.- 4-position locking with anti-shock feature - Seat back tilting ratio of 1:2 (110 Seat Tilt /220 back tilt The backrest consists of a sliding up down mechanism, which can be adjusted in the range of 4.5 cm. An adjustment of 10.0 cm The pedestal is fabricated from CR steel, chrome plated and assembled with injection moulded black polypropylene hub cap and 5 nos. twin wheel castors (castor wheel dia. 5.0 cm). The pedestal is 65.0cm. Pitch-center dia. (75.0 cm with castors). The twin wheel castors are injection moulded in black Nylon. Leg frame welded assembly made from 35 X 15 X 16BG(1.6THK) elliptical MS ERW tube with base plate for seat fixing. as per the Direction of the Chairman committee.</p>	163	 <p>WIDTH (W): 75.0 CM. DEPTH (D): 75.0 CM. HEIGHT (H): 87.0-97.0 CM. SEAT HEIGHT (SH): 42.0-52.0 CM. UNSPECIFIED TOL = ±0.5 CM.</p>
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5	Cushioned Low Back Chair	760Wx760D x 865-985H x 420-540 SH	<p>Providing & Fixing of mid back chair SEAT/BACK: The seat and back are made up of 1.2 cm. thick hot-pressed plywood, upholstered with fabric and moulded Polyurethane foam, together with moulded seat and back covers. The back foam is designed with contoured lumbar support for extra comfort. The chairs is available in three models PCH-9103R (LOW BACK) SIZE: 44.0 cm.(W) x 47.0 cm.(H) SEAT SIZE: 52.0 cm.(W) x 48.0 cm.(D) 2) POLYURETHANE FOAM: The Polyurethane foam is moulded with density = 45 +/- 2 kg/m³ and Hardness = 20 +/- 2 kg. on Hampden machine at 25% compression. SEAT / BACK COVERS: the seat cover is injection moulded in black Copolymer Polypropylene and back cover is vacuum formed from 0.3 cm thk. black ABS sheets. ARMRESTS (FIXED): The one-piece armrests are made of black integral skin polyurethane with 50-70 Shore 'A' hardness and reinforced with M.S. insert. The armrests are scratch and weather resistant. FORWARD TILT SYNCHRO MECHANISM: The adjustable tilting mechanism is designed with the following features: Forward tilt, Self-regulating tilt tension + Manual override 4-position tilt-locking with anti-shock back mechanism which prevents the backrest from impacting the user when the lock is released Provision for fitting Drop-lift mechanism. A full 3600 swivel mechanism allows fluid lateral movement. ADJUSTABLE LUMBAR SUPPORT : The backrest is connected to the mechanism with a drop-lift mechanism which can be adjusted in the range of 7.0 cm and locked in 7 positions for the better lumbar support. PNEUMATIC HEIGHT ADJUSTMENT: The pneumatic height adjustment is maintenance free, has an adjustment stroke of 10.0 cm. and can be operated at 30 kgs. extension force. TELESCOPIC BELLOW ASSEMBLY: The bellow is 3 piece telescopic type and is injection moulded in black Polypropylene. PEDESTAL ASSEMBLY: The pedestal is injection moulded in black 30% glass-filled Nylon and fitted with 5 nos. twin wheel castors. The pedestal is 60.0cm. pitch-centre dia. (70.0 cm with castors). TWIN WHEEL CASTORS: The twin wheel castors are injection moulded in black Nylon and undergo the following tests Castor Durability test, Castor Retention test, Castor Pull out test, Castor Wheel Pull out test, Castor Breakability test. .as per the Direction of the Chairman committee.</p>	5	
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6	VISITOR CHAIR WITH ARMS	550Wx 610Dx805H x 440SH	Providing & fixing visitor chair. SEAT/BACK ASSEMBLY: The seat and back are made up of 1.2 cm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam with PVC lipping all around. The back foam is designed with contoured lumbar support for extra comfort. The chair SIZE: 49.0cm.(W) x 47.0cm.(H) SEAT SIZE: 49.0cm.(W) x 44.0cm.(D) POLYURETHANE FOAM: The polyurethane foam is moulded with density = 45 +/-2 kg/m3 and Hardness = 20 +/- 2 kg. on Hampden machine at 25% compression.ARMRESTS: The one-piece armrests made of black integral skin polyurethane with 50-70 Shore 'A' Hardness and reinforced with M.S. insert. The armrests are scratch and weather resistant. The amrests are fitted to the seat with seat/armrest connecting strip assembly made of 0.5cm. thk. HR steel. TUBULAR FRAME. The tubular frame is cantilever type & made of Dia. 2.54cm. (1")x14 BG M.S. E.R.W. tube and black powder coated. The pneumatic height adjustment is maintenance free, hasan adjustment stroke of 12.5 cm. and can be operated at 30 kgs. extension force.TELESCOPIC BELLOW ASSEMBLY: The bellow is 3 piece telescopic type and injection moulded in black Polypropylene. Front pivot for tilt with feet resting on ground ensuring more comfort.- Tilt tension adjustment.- 4-position locking with anti-shock feature - Seat back tilting ratio of 1:2 (110 Seat Tilt /220 back tilt The backrest consists of a sliding up down mechanism, which can be adjusted in the range of 4.5 cm.An adjustment of 10.0 cm The pedestal is fabricated from CR steel, crome plated and assembled with and injection moulded black polypropylene hub cap and 5 nos. twin wheel castors (castor wheel dia. 5.0 cm). The pedestal is 65.0cm. Pitch-center dia. (75.0 cm with castors). The twin wheel castors are injection moulded in black Nylon. Leg frame welded assembly made from 35 X 15 X 16BG(1.6THK) elliptical MS ERW tube with base plate for seat fixing	508	
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SECTION III

SCHEDULE OF QUANTITIES

**FINANCIAL BID
(To be sealed separately)**

Financial bid in respect of **Supply & Installation of Furniture Items in Conference Rooms /Seminar Hall** at Guru Gobind Singh Indraprastha University Campus, Sector 16C, Dwarka, Delhi.

S. no.	Items	Qty	Unit Price	Total Amount in Rs.	Amount in Words
1	Conference Table	186			
2	Wooden computer Table 3' x 2'	5			
3	Cushioned HI Back Conference Room Chair	23			
4	Cushioned Mid Back Conference Room Chair	163			
5	Cushioned Low Back Chair	5			
6	Visitor Chair with Arms	508			

Note:

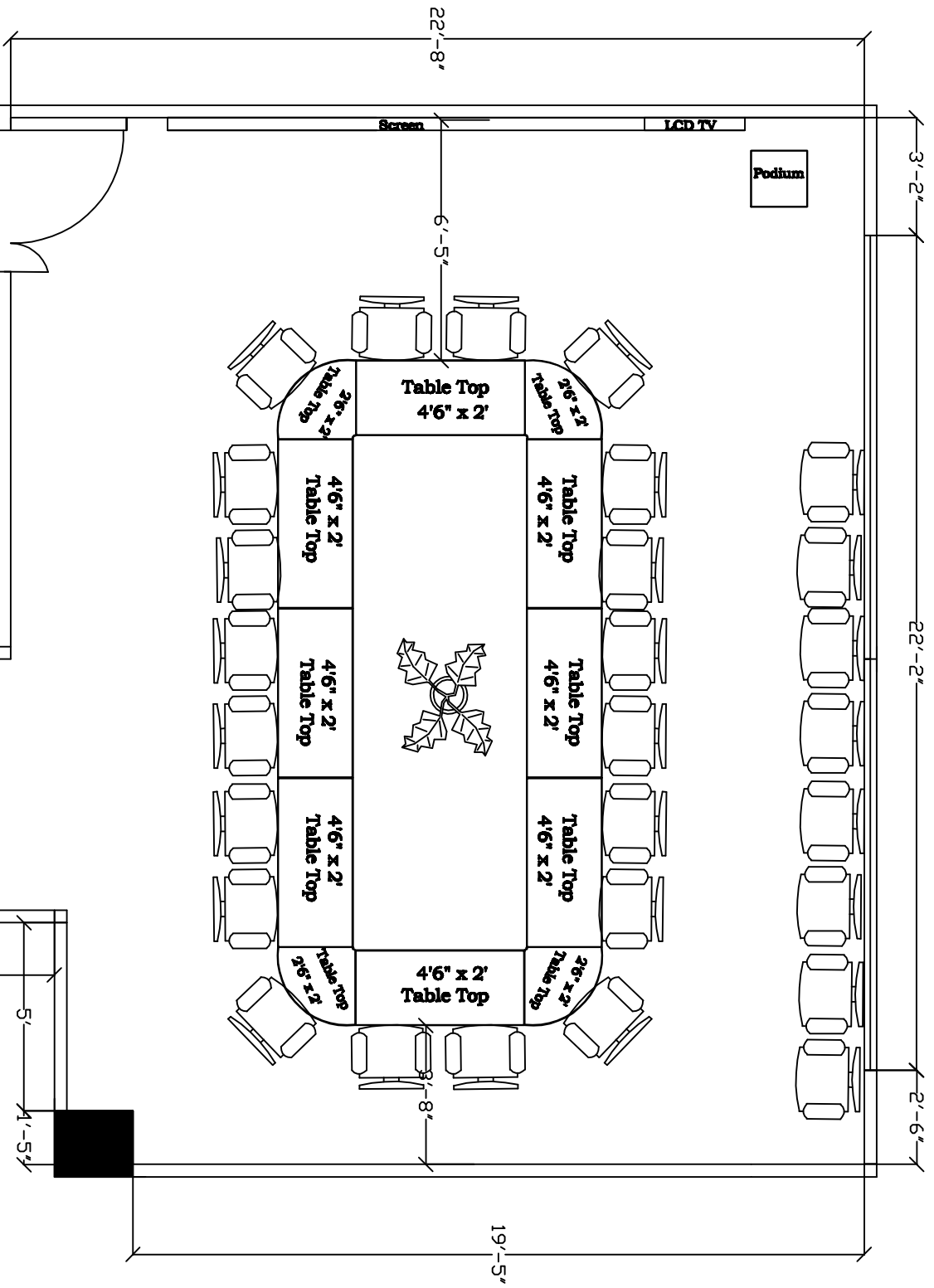
Rate of taxes should be shown separately.

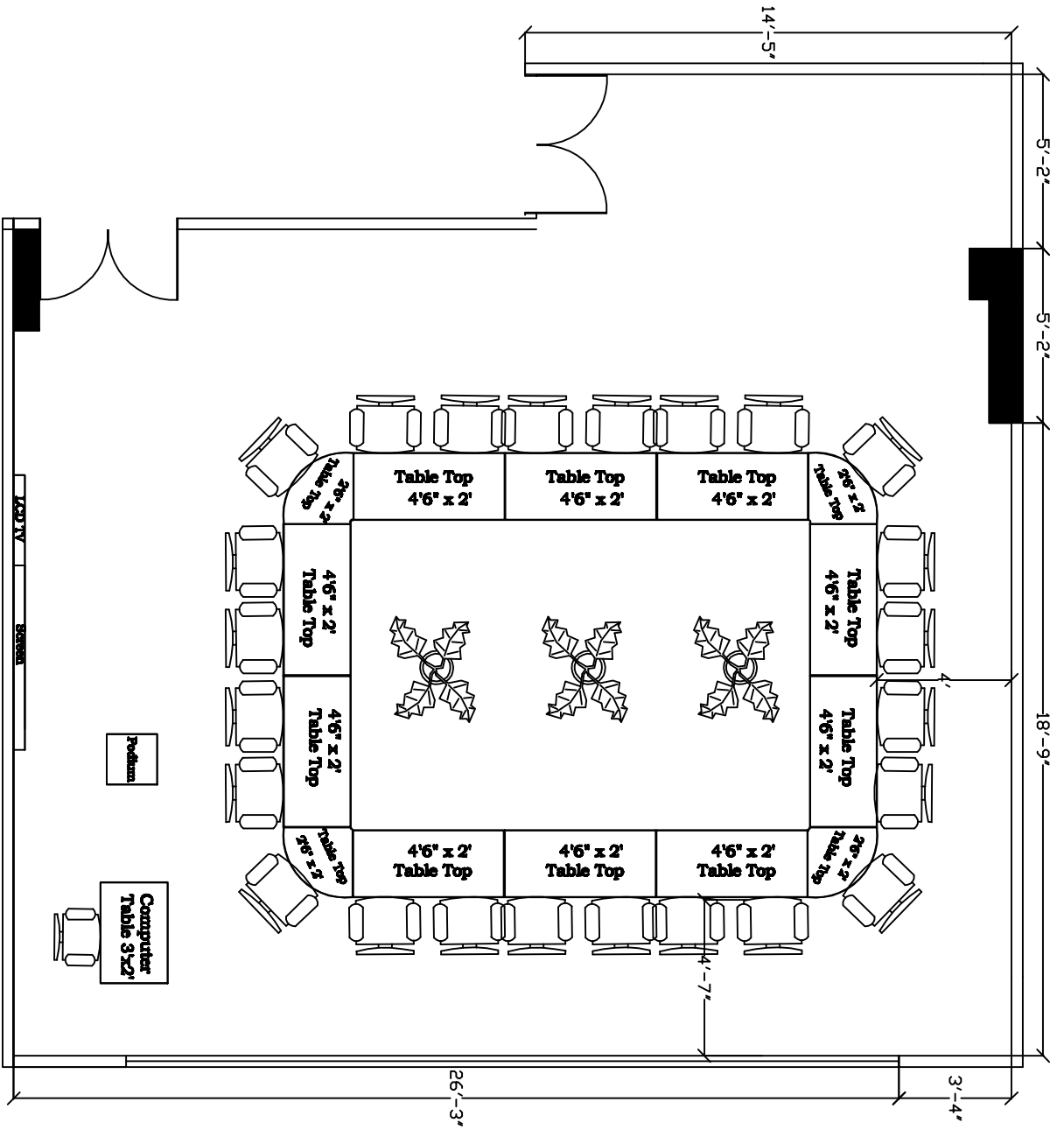
Rates should be quoted inclusive of all taxes in Indian Rupees

(Signature of the Vender with Stamps

USBA
Common Faculty Room
Department Committee Library Room

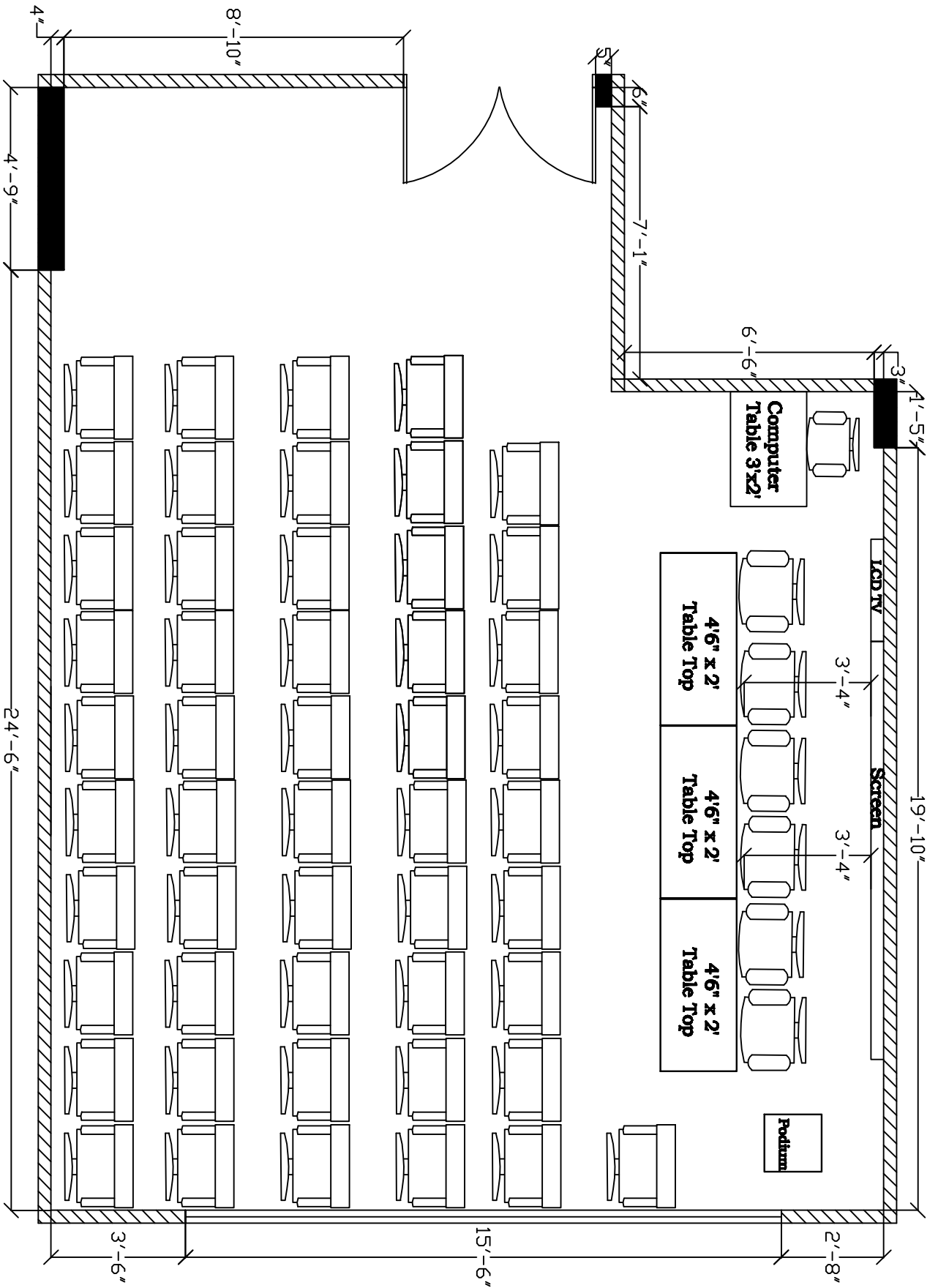
A-Block -015+016





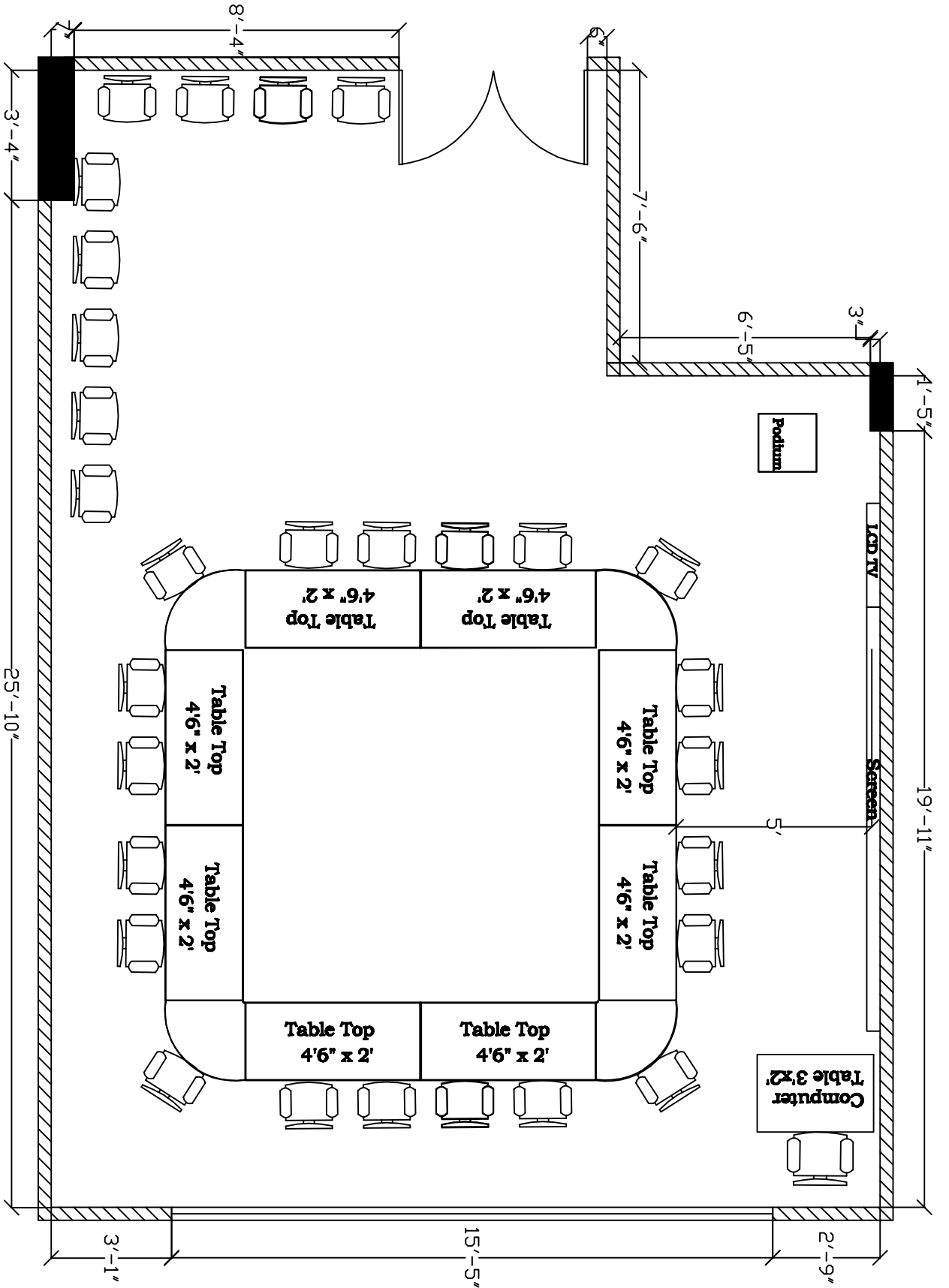
A-Block - AFC 312

USIBT
Faculty Common Room

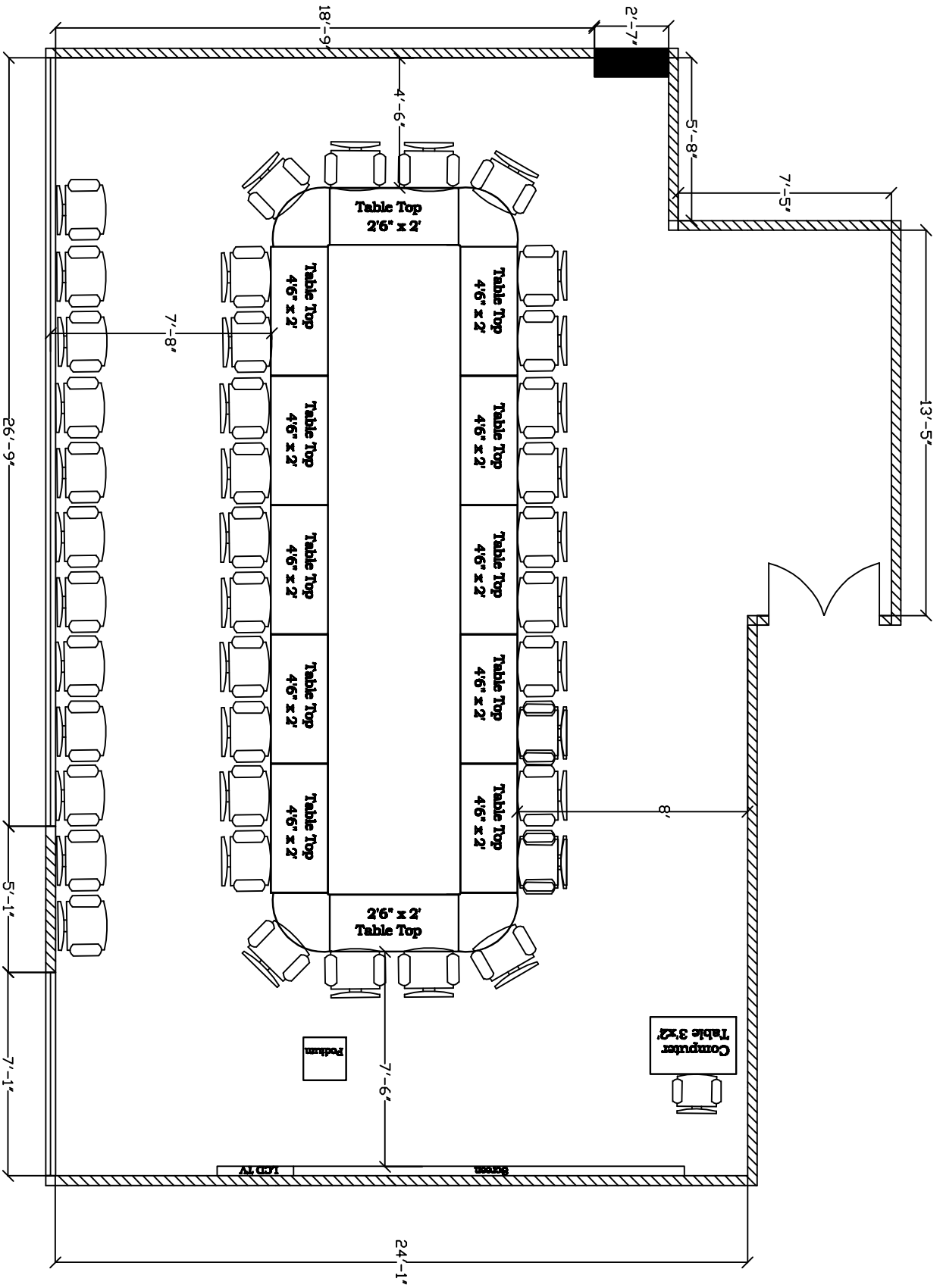


B-Block -BSR 011

USBAS,USCT
Common Faculty Community Room



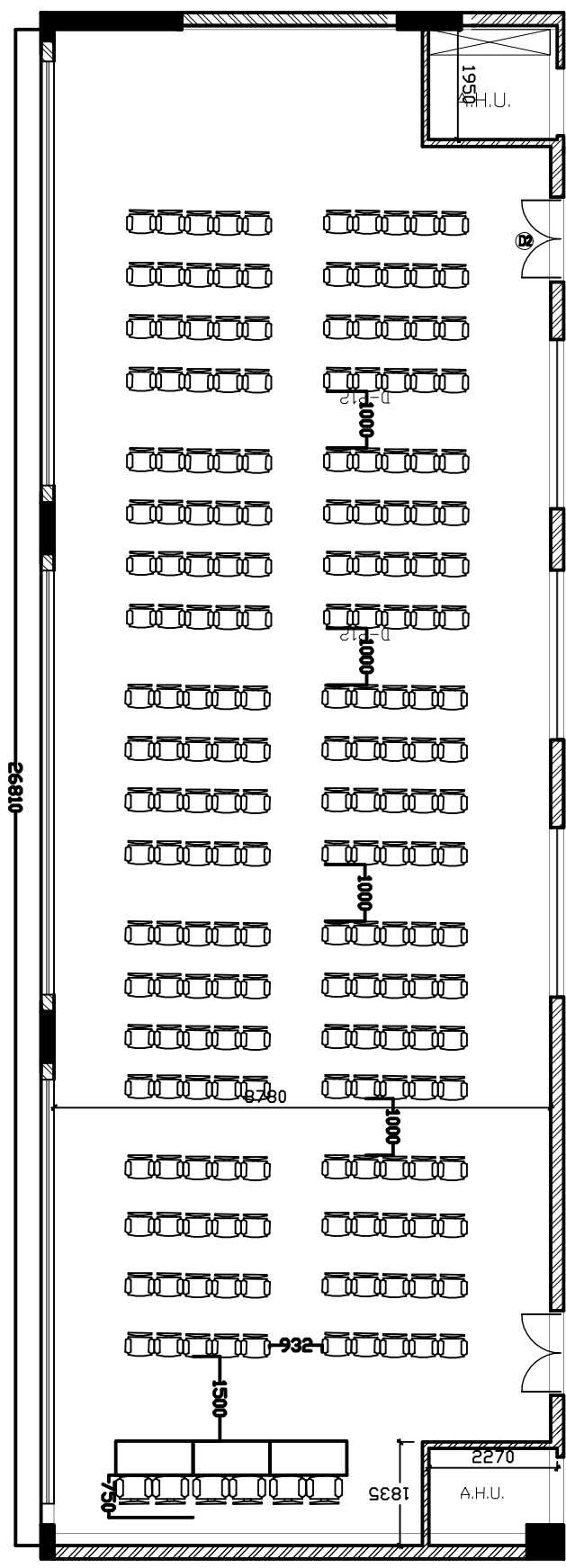
CLINT :- I P University
 B-Block -114
 USE, USHSS
 Faculty Common Room

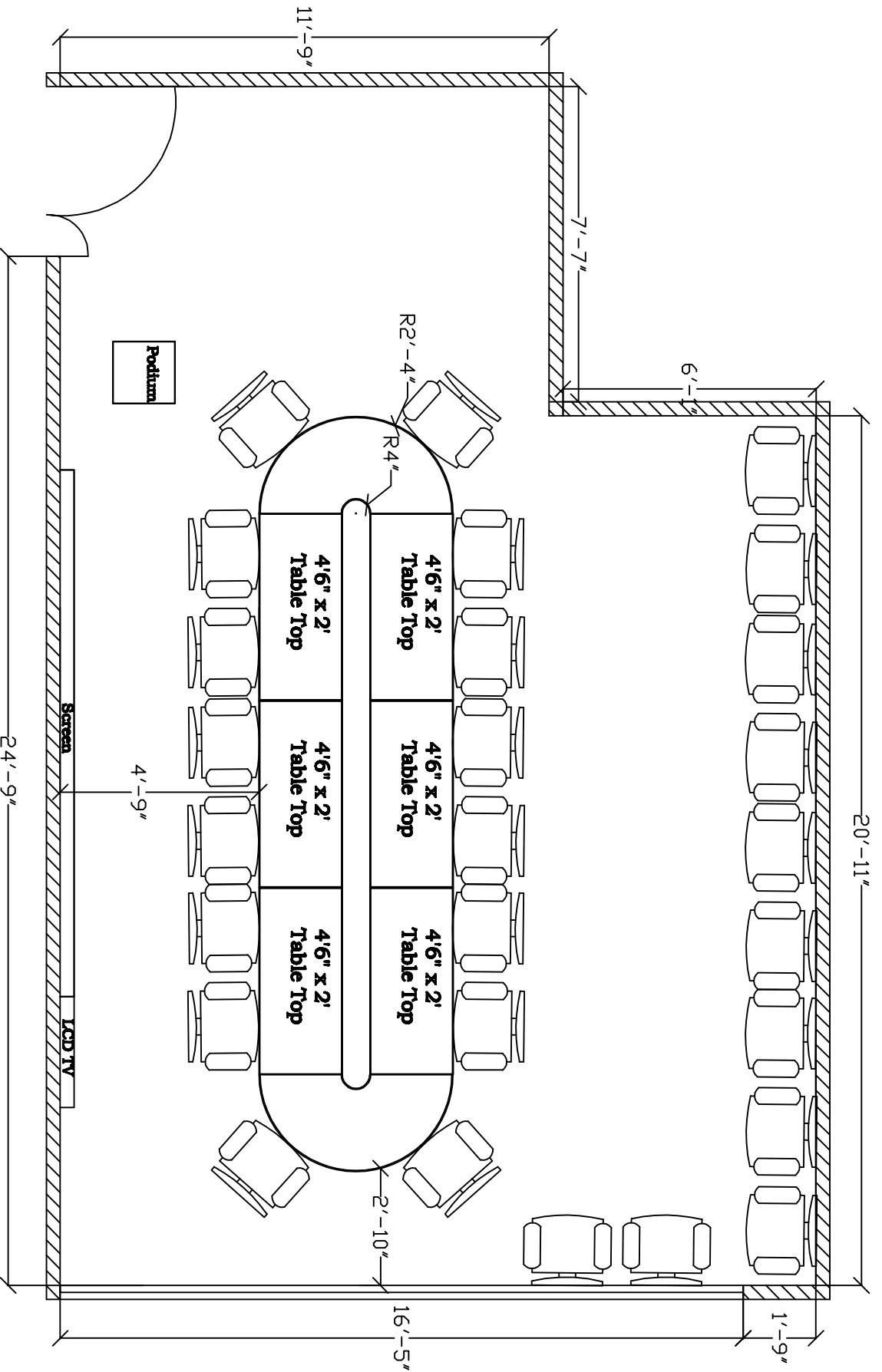


FACULTY COMMON ROOM

C-Block - 412 (USLS)
 CLINT - I P University

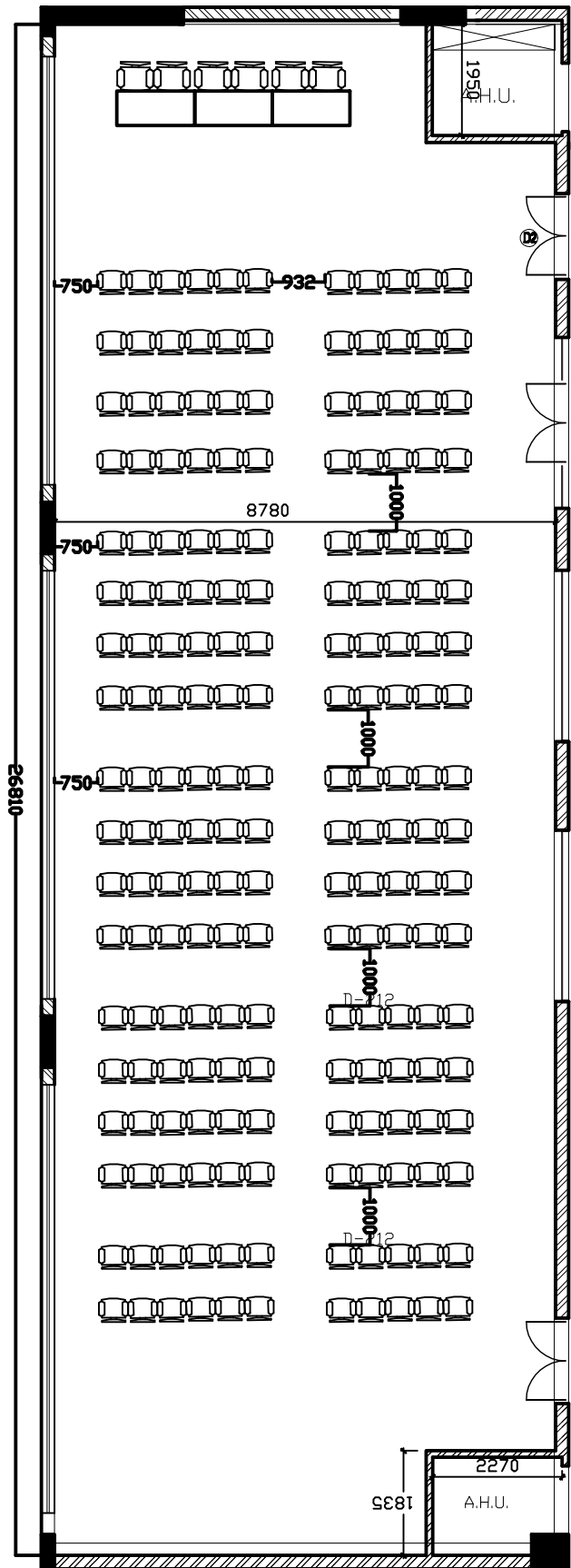
**IP UNIVERSITY
C - 210 USLLS
SEMINAR ROOM**

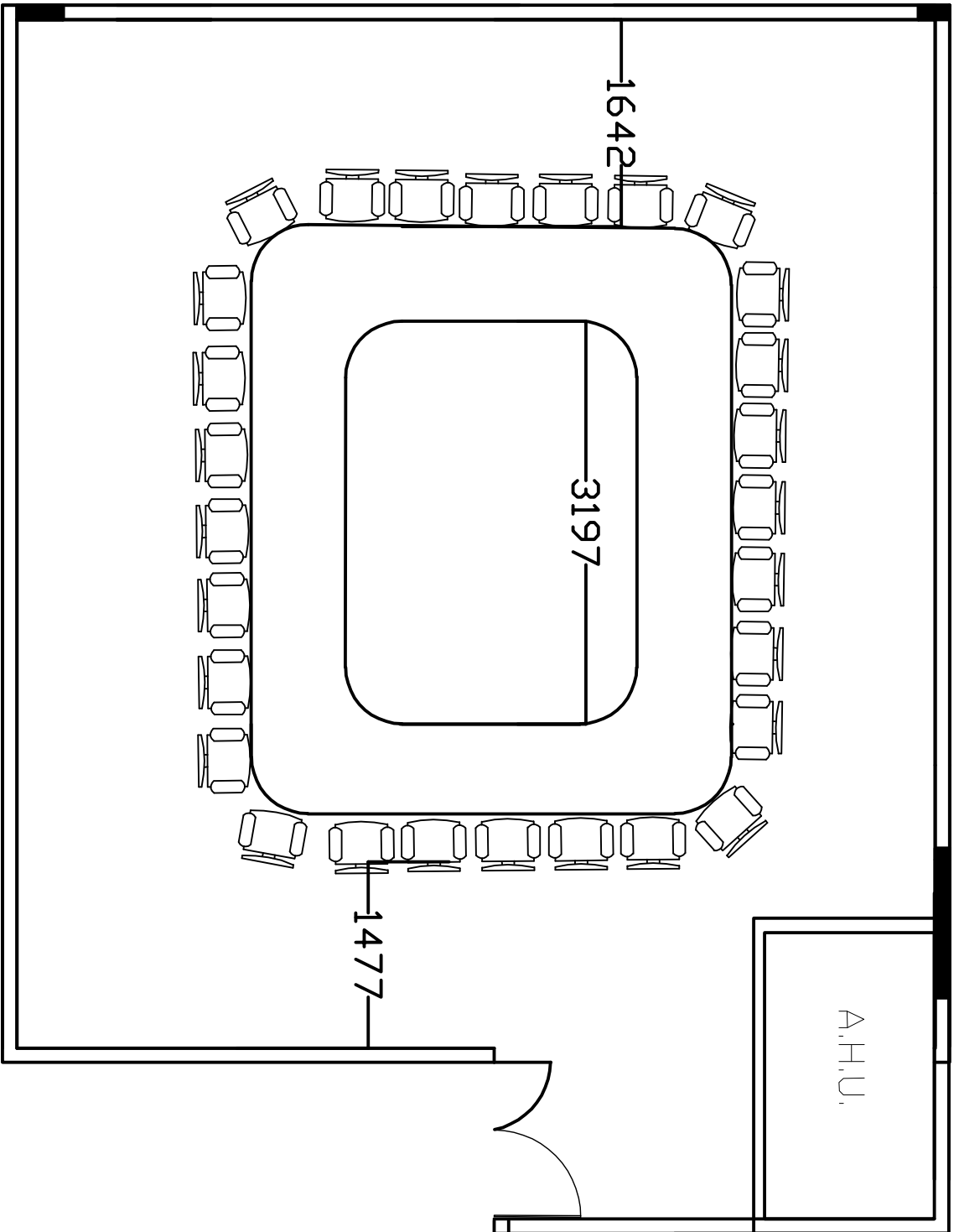




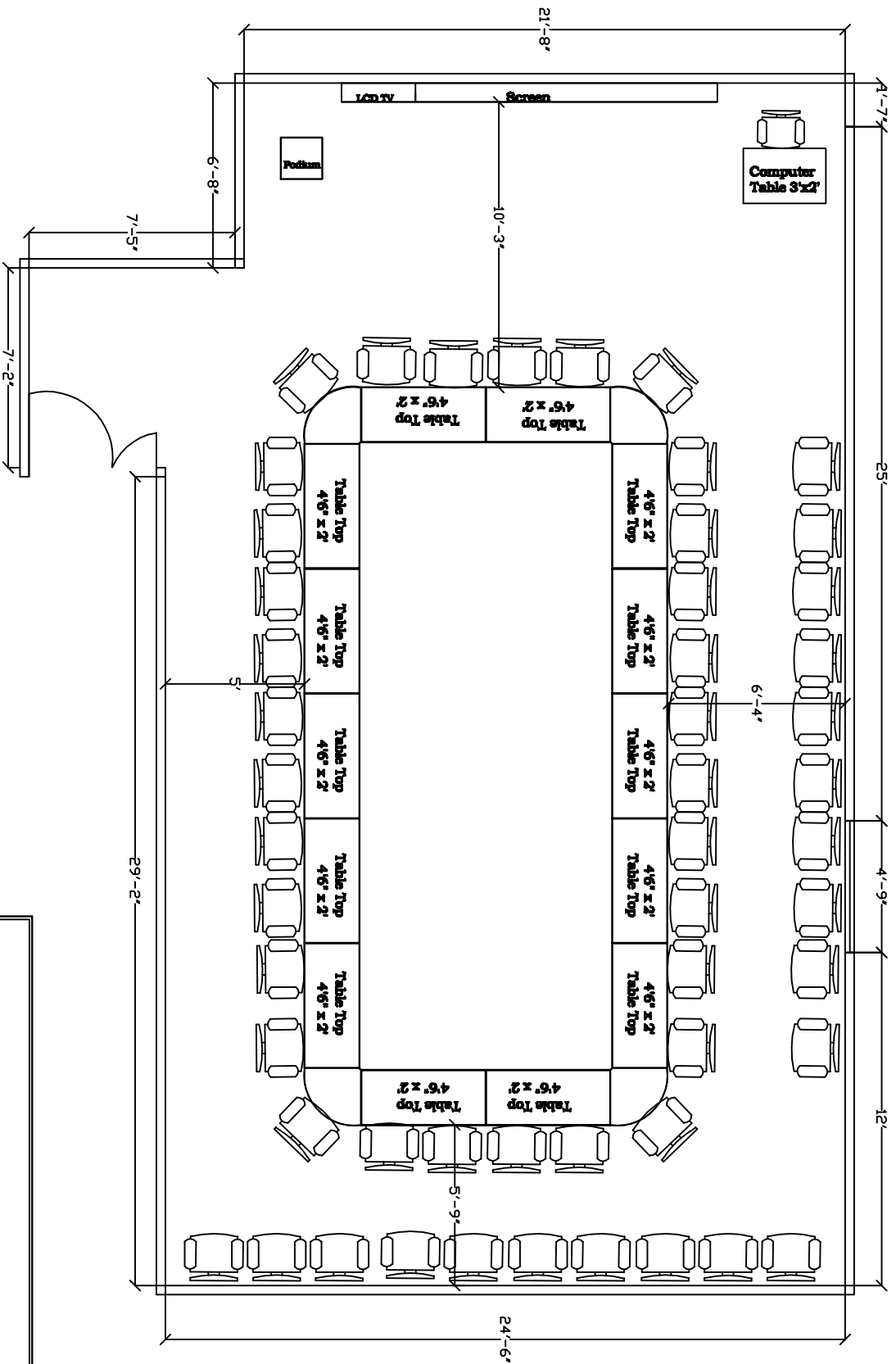
CLINT :- I P University
 C-Block -504
 USHSS
 Faculty Common Room

**IP UNIVERSITY
D - 212 USMS
SEMINAR ROOM**





IP UNIVERSITY
D - 503 USMS
FACULTY COMMON ROOM



CLINT :- I P University
E-Block -315 (USIT)