

DIAMOND HARBOUR WOMEN'S UNIVERSITY

Sarisha, Diamond Harbour Road, South 24 Parganas, Pin – 743368.

Phone: 03174-245801/245802 Website: www.dhwu.ac.in

No. DHWU/REG/LTI/844/2016

Date: 07.12.2016

Limited Tender Inquiry (LTI) for Furniture 2016-17

Sealed Limited Tender Inquiries are invited from the reliable and nationally renowned manufacturers/ companies/vendors/dealers for supply of the items enclosed in the annexure –I with specifications. Intending bidder may download the tender documents from the University website www.dhwu.ac.in.

1. Eligibility Criteria:

- a. Bidders shall have OEM authorization or channel partners or authorized distributors / dealers
- b. Bidders shall have been in existence for not less than ten years.
- c. Bidders shall be having credentials of similar nature of work of the minimum Rs 10 lac in a single purchase order within last two years.
- d. Bidders shall have experience of supplying orders for Govt. Deptt./ PSU/Univesities etc. for more than 5 years and shall have PAN/TAN number, Sales tax/VAT registration. It is not blacklisted by any Ministry/ Department of the Government of India or any PSU or Govt. of West Bengal or any other organization.
- e. Must have the following certifications:
 - BIFMA for atleast 10 years
 - BS OHSAS 18001-2007

Preference will be given to the manufacturers engaged in manufacturing high quality “Green Furniture” duly certified by some international agency. Attested copies of such certificate should be attached with the bid.

2 Terms and Conditions:

2.1 Delivery Schedule: The Company shall be able to deliver the required items within 45 days of the receipt of order.

2.2 Warranty: The bidder must give warranty of at least 12 months of the products supplied and should undertake to rectify/attend to the complaints within 2 days, excluding Sundays/Holidays during the warranty period.

2.3 Payment: There is no provision for making advance payment to the Company/suppliers. Payment will be made after vendor submits the Job completion report signed by our inspection committee.

2.4 Purchase Order: The purchase order for the entire quantity can be placed either in one lump sum or as per the requirement through repeat order subject to availability of fund of the required items. The quantity shown is tentative and may increase or decrease.

2.5 The bidder should clearly indicate the availability of service and maintenance facilities at Kolkata for the items quoted.

2.6 The above mentioned details particularly the Sales Taxes/excise duty/VAT, any other duty, if not quoted properly, the bid can be cancelled.

2.7 The bidders are required to quote for each item separately in terms of basic price and all other charges. Prices can be quoted in Indian Currency only .

2.8 The bidder must submit along with the bids the copies of OEM license or authority from the manufacturer.

2.9 Diamond Harbour Women's University , Sarisha , South 24 Parganas , reserves the right to reject any or all tenders without assigning any reason whatsoever.

2.10 No advance payment or payment against Performa invoice will be made. Payment will be made after receipt, inspection, and installation/testing.

2.12 All damaged or unapproved goods shall be returned at the bidder's risk and cost and the incidental expenditure thereupon shall be recovered from the concerned party.

2.13 On acceptance of tender, the date of delivery should be strictly adhered to otherwise; the authority of the Diamond Harbour Womens University reserves the right not to accept the delivery in full or in part. In case the order is not executed within the stipulated period, the Diamond Harbour Women's University will be at liberty to make purchases through other sources.


2.14 Performance Security: The vendor selected would be required to furnish a Performance Security equal to 5% of the cost of furniture in the form of Demand Draft/FDR/Bank Guarantee from any Scheduled Bank in favour of "Diamond Harbour Women's University" payable at "Diamond Harbour, South 24 parganas"

- **Last date of submission of the Limited Tender Inquiry in the University Office: 19.12.2016 up to 11.30 a.m.**
- **Date and time of opening the Limited Tender Inquiry: 19.12.2016 at 12 noon.**
- **Limited Tender Inquiry will only be accepted in the University Office on all working days from 11 a.m. to 3 p.m.**

REGISTRAR

Annexure 1

DIAMOND HARBOUR WOMEN'S UNIVERSITY

Sl. No.	ITEM	SPECIFICATION	QTY	RATE	VAT %	TOTAL	TOTAL AMOUNT	TENTATIVE PHOTOGRAPH
1.	Half Secretary Table	Supply of table of size 1199W*590D*735H with one Drawer 355.5W*559D*433.5H having top made of prelaminated particle board of 18+/-5mm thick with 2mm thick PVC edge banding on all sides and metal understructure made of C frame made from 0.9+/-0.09mm thick powder coated 50 microns (+/-10) CRCA MS, tubular frame of dimesions 25.4+/-0.3mmX1.2+/-0.096 mm thick MS ERW tube. The drawer should have 10 lever cam lock and 0.5+/-0.07mm thick CRCA MS shell and drawer tray and 0.8+/-0.1mm thick CRCA MS drawer front and plastic handles or near equivalent. Manufacturer should be a certified member of BIFMA for atleast ten years and should be following managment systems as per ISO 9001:2008, ISO 14001:2004, ISO 18001:2007 and energy management system as per ISO 50001:2011 in accordance with the TÜV NORD CERT auditing and certification procedures for Design, Development, Manufacturing, Marketing, Sales, Supply and Servicing of Home & Institutional, Interiors, Furniture, Accessories & Related Products and Provide Solutions for Home & Work Space and should have Green Guard Certification for few of its products and should have the service set up at least at district headquarter .	6					
2.	File Cabinet	Supply and placement of 4 Drawer vertical filing cabinet of knocked down construction having dimensions Width: 470mm Height: 1320mm Depth: 620mm. Made of CRCA of 0.7 mm Thick (Top, Side & Drawer Front); 0.6 mm Thick (Frames, Drawer- Inside Cover, Side Back Side) 0.5mm Thick (Back, Bottom, Drawer Bottom) . having drawer front Easy to grip Full length Handle recess integrated into Metal Drawer fronts having Snap on type plastic label holder on Drawer Fronts provided with Centralized locking with 10 lever Cam Lock & having anti-tipping arrangement to ensure that when one drawer is opened for use, it does not allow other drawers to be opened. The drawer slide should be High quality precision ball slide tested to Drawer Load: 40 kg. UDL for 75,000 cycles (BS). Plain Triangular plate should be pop riveted at the bottom corners for rigidity. All metals portions should be Epoxy Polyester Powder coated to the thickness of 50 microns (+/-10) or near equivalent. Manufacturer should be a certified member of BIFMA for atleast ten years and should be following managment systems as per ISO 9001:2008, ISO 14001:2004, ISO 18001:2007 and energy management system as per ISO 50001:2011 in accordance with the TÜV NORD CERT auditing and certification procedures for Design, Development, Manufacturing, Marketing, Sales, Supply and Servicing of Home & Institutional, Interiors, Furniture, Accessories & Related Products and Provide Solutions for Home & Work Space and should have Green Guard Certification for few of its products and should have the service set up at least at district headquarter .	1					