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No. _____

भारत सरकार
GOVERNMENT OF INDIA
इस्पात मंत्रालय
MINISTRY OF STEEL
उद्योग भवन
UDYOG BHAWAN

नई दिल्ली-110107

New Delhi-110107

Dated: 12 September, 2016

Notice Inviting Tender

Subject: To invite Online Bid for Rate Contract for repairing/maintenance/procurement of office furniture items (petty carpentry works) of Ministry of Steel - regarding.

Online Bid are hereby invited at Central Public Procurement (CPP) Portal (www.eprocure.gov.in) from reputed, experienced and financially sound companies/firms/agencies for award of Rate Contract for repairing/maintenance/procurement of office furniture items (petty carpentry works) of Ministry of Steel for the period of two year from the date of awarding the Rate Contract .

2. The bid will be accepted as e-Tender (in two bids system-Technical Bid and Financial Bid) only and intending bidders must be registered with the Central Public Procurement (CPP) Portal.
3. The tender document contains the following enclosures:
 - Annexure-I - Terms and Conditions
 - Annexure-II - Proforma for Technical Bid Submission
 - Annexure-III - List of Petty Carpentry Works items (Proforma for Financial Bid Submission)
 - Annexure-IV - Details of Bank Account
4. Important Dates for the invitation of aforesaid Online Bid:

✓ Publish Date of Bid	-12.09.2016 02:00 PM
✓ Bid/Document Downloading Start Date	-12.09.2016 02:30 PM
✓ Bid Submission Start Date	-12.09.2016 05:00 PM
✓ Bid Submission End Date	-30.09.2016 10:00 AM
✓ Bid Opening Date	-30.09.2016 11:00 AM
5. **The Bid should invariably be accompanied by a Demand Draft of Rs 50,000/- (Rupees Fifty Thousand only) in favour of 'Pay and Accounts Officer, Ministry of Steel' payable at New Delhi as Earnest Money Deposit (EMD).** The bid received without the requisite EMD will not be entertained. The scanned copy of the Earnest Money Deposit (EMD) along with all requisite documents must be uploaded with the bid and original Earnest Money Deposit (EMD) should be **dropped in a sealed cover superscripted with 'BID FOR RATE CONTRACT FOR REPAIRING/MAINTENANCE/PROCUREMENT OF OFFICE FURNITURE ITEMS (PETTY CARPENTRY WORKS) IN THE MINISTRY OF STEEL' in the Tender Box fixed outside Room No. 64, Ministry of Steel, Udyog Bhavan, New Delhi on or before 30 September, 2016 by 10.00 P.M.**
6. Tender may also be downloaded from the website of the Ministry of Steel (<http://steel.nic.in>).
7. In case, any holiday is declared by the Government of India on the day of Bid Opening Date, the bid will be opened on the next working day at the same time.
8. For instructions of submission of e-Tender through the CPP Portal please visit <https://eprocure.gov.in/eprocure/app>.
9. The Ministry reserves the right to reject or select any bid without assigning reasons thereof.

(Handwritten Signature)
(K Murali)

Under Secretary to the Govt. of India

☎ 23061243

Copy with request to upload it on the website of the Ministry of Steel to: NIC, Ministry of Steel

हिन्दी का प्रयोग उपेक्षित नहीं है, पत्र का उत्तर शीघ्र दिया जायेगा।

Terms and Conditions for Repairing/Maintenance/Procurement of Office Furniture Items (Petty Carpentry Works) in the Ministry of Steel

General Conditions

1. The period of Rate Contract (RC) shall ordinarily be *valid for two years with effect from the date of awarding the Rate Contract (RC)*. This period may be further extended as per the requirement of the Ministry for a period of 6 months or may be curtailed/terminated before expiry of this period owing to deficiency in service after giving one week's notice to the selected firm.
2. The rate quoted should clearly specify whether Sales Tax, Service Tax and VAT are applicable and, if so, at what rate. In case, this information is not indicated in the bid, it would be presumed that the rates quoted are inclusive of all type of taxes. The rates are to be quoted in the format given in Annexure-III.
3. Incomplete or conditional tender will be treated as unresponsive bid and therefore rejected.
4. The rates quoted will remain in force for full period of contract. Demand for revision of rate on any account shall not be entertained during the contract period.
5. The firm should be in a position to supply all furniture items/carry out all petty carpentry work even on short notice as and when needed on receipt of written supply/work order from the authorized officer in the General Administration Division.
6. Ministry of Steel shall place the supply/work order for supply furniture items/carry out petty carpentry work as per the requirement. The delivery chalan/job voucher shall be got signed by the end user in the Ministry of Steel as a proof of having supplied the furniture items or for having carried out petty carpentry work and the same should be attached with bills for payment. It is the responsibility of the firm to get the delivery chalan/job voucher signed from the end user in the Ministry of Steel.
7. Two qualified/skilled carpenters of the firm who should be accessible on mobile phone, will be required to be present in this Ministry on all working days and if needed, on holidays also. These carpenters will report daily to General Administration Division for obtaining complaints/petty carpentry works. The antecedents of carpenter deployed should be properly verified and their details like name, address, photographs, contact no. etc. will have to be provided to the Ministry of Steel.
8. If the carpenters does not come on any of the working day or fails to do the requisite petty carpentry works, the petty carpentry works will be got done by the Ministry from open market and cost will be recovered from security money or from pending bills of defaulting firm.
9. All the complaints/petty carpentry works should be attended within same day of receiving of complaints/petty carpentry works. In case, the complaints/petty carpentry works are not attended within same day, penalty of Rs 1000/- (One Thousand only) will be levied per day per complaints/petty carpentry works. This amount would be deducted from the performance security deposit/pending bill of the firm. In case of frequent unresponsiveness of attending complaints/petty carpentry works, the contract shall be cancelled forthwith and performance security deposit shall be forfeited. The firm is also liable to be black listed.

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10. Any financial loss caused due to the damage of any part of the furniture items in the Ministry would be deducted from the performance security deposit/pending bill of the firm.
11. No furniture items or any part thereof shall be taken out by the carpenter to the workshop. The work is to be carried out in the premises of the Ministry of Steel. However, the work which can't be done in the office premises would be allowed to be done outside and no transportation or labour charge will be paid for this work.
12. The firm should be *located in the NCR of Delhi* It should have experience of supply of furniture items/petty carpentry works to at least three Government Ministries/Departments. Documentary evidence to this effect should be submitted.
13. The firm would be registered with Income Tax Department, Department of Value Added Tax of NCT Delhi and Central Excise Department for Service Tax. A certificate to this effect should be enclosed with the bid.
14. *The rate should compulsorily be quoted for all the petty carpentry works items otherwise the bid shall be treated as incomplete and unresponsive bid and therefore rejected. The rate should be quoted according to the given specification and the format given in Annexure-III.* It may be noted that no compromise on quality would be made and no firm will be permitted to change the specifications mentioned in the Notice Inviting Tender and if any firm submits the bid with changed specification, their bid will be summarily/uprightly rejected.
15. The firm will supply all furniture items/carry out all petty carpentry work on credit basis as settlement of bills may take some time. No advance payment will be made for petty carpentry works. **Payment shall be made by electronic transfer to the account of the firm on submission of pre-receipted typed bill in triplicate.** Bidder should furnish Details of its Bank Accounts in Annexure-IV along with the other requisite documents. As far as possible, the bills would be settled on a monthly basis.
16. Bidders shall not be permitted to alter or modify their bids after expiry of the deadline for receipt of the bids.
17. The firm should be available on its own direct telephone (office as well as residence) and also on mobile phone for contacting. These contact phone numbers will have to be intimated to this Ministry immediately on award of contract.
18. The firm should be willing to supply all furniture items/carry out all petty carpentry work.
19. On demand through issuance of supply/work order by the Ministry of Steel, the firm shall supply all furniture items/carry out all petty carpentry work as per specification. Any deviation from the approved specification shall make the firm liable to take back such items at its own cost. Ministry of Steel reserves the absolute right to reject any furniture items which, in its opinion, is not of approved specification. Decision of the Competent Authority of Ministry of Steel in this regard shall be final and binding upon the firm.

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20. A penalty of Rs 5,000/- (Five Thousand only) will be imposed if it is found, on the basis of complaints received from end-user of the Ministry, that furniture item supplied/petty carpentry work carried out is below the desired standard or substandard. In case of supply of such furniture item/petty carpentry work carried out even after imposition of penalty, the contract shall be cancelled forthwith and performance security deposit shall be forfeited. The firm is also liable to be black listed.

21. The tender will be finalized on the basis of the net bundled rate and not by item wise lowest rate quoted by the bidders.

22. It should be ensured that the furniture items supplied/petty carpentry work carried out would be to the satisfaction of the end-users of the Ministry. In case of any unsatisfactory report, the firm is liable to be not paid for such items.

23. It should be ensured that the firm is not providing services/goods to other Ministries/Departments at lower rates than those quoted for the Ministry of Steel. In case, at later stage, it is found that the firm is providing services/goods to any other Ministry/Department at a lower rate, the payment would be withheld by the Ministry.

24. The contract entered into is liable to be terminated by this Ministry at any time without assigning reasons thereof if the service rendered by the firm is not satisfactory or any lapse found in the service provided. In this connection, the decision of this Ministry will be final and shall be binding upon the contractor.

25. If any information furnished by bidder is found to be incorrect or false at any point of time, the bid/contract will be liable to be terminated without any notice and the Earnest Money Deposit (EMD)/performance security deposit is liable to be forfeited.

26. The selected contractor shall indemnify the Ministry of Steel against all damages/expenses for which the Ministry may be held liable or pay on account of the negligence of the contractor or any person under his/her control whether in respect of accident/injury to the person/damages to the property in executing the work or otherwise and against all damages/demands thereof.

27. In event of any dispute or difference between the parties hereto, such disputes or differences shall be resolved amicably by mutual consultation. If such resolution is not possible, then the unresolved dispute or difference shall be referred to arbitration of the sole arbitrator to be appointed by the Secretary, Ministry of Steel. The provisions of Arbitration and Conciliation Act, 1996 (No 26 of 1996) shall be applicable to the arbitration. The venue of such arbitration shall be at Delhi. The expenses of arbitration shall be shared equally by the parties to the agreement. However, expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself.

28. Pending the submission of and/or a dispute, difference or claim or until the arbitral award is published; the Parties shall continue to perform all of their obligations under this agreement without prejudice to a final adjustment in accordance with such award.

29. Overwriting or correction in any of the tender document is not permissible.

30. The bidder should not have been blacklisted by any Government Ministry/Department or any other organization.

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31. The firms are required to upload copies of the following documents along with the *Technical Bid* (information furnished by the firm for evaluation of technical bids) in .pdf format, failing which their Bids shall be summarily/uprightly rejected and will not be further considered:

- (a) Scanned copy of Annexure-II (information furnished by the firm for evaluation of technical bids)
- (b) Scanned copy of Earnest Money Deposit (EMD)
- (c) Scanned copy of PAN Card
- (d) Scanned copy of VAT/TIN//Sale Tax registration certificate
- (e) Scanned copy of work experience certificate
- (f) Scanned copy Annexure-IV (details of bank account of firm)
- (g) Scanned copy of cheque from account furnished in Annexure-IV
- (h) Scanned copy of financial statement of account of firm like Balance Sheet, Profit & Loss Account etc.

32. The contract will be interpreted under Indian Laws and subject to the jurisdiction of Delhi Courts.

Financial Conditions

1. Average Annual Turn Over of bidder firm during last three year, ending 31st March of the previous financial year should be at least Rs 25 lakh per annum. Documentary evidence to this effect i.e. copy of financial statement of account of firm like Balance Sheet, Profit & Loss Account etc. should be submitted alongwith the other requisite documents.

2. Earnest Money Deposit (EMD) of Rs 50,000/- ^{Rspees} (Fifty Thousand only) in favour of 'Pay and Accounts Officer, Ministry of Steel' payable at New Delhi is to be dropped in a sealed cover superscripted with 'BID FOR RC FOR REPAIRING/MAINTENANCE/PROCUREMENT OF OFFICE FURNITURE ITEMS (PETTY CARPENTRY WORKS) IN THE MINISTRY OF STEEL' in the Tender Box fixed outside Room No. 64, Ministry of Steel, Udyog Bhavan, New Delhi on or before 30 September, 2016 by 10.00 A.M.

3. Earnest Money Deposit (EMD) of unsuccessful bidder will be returned on finalization of the Annual Rate Contract (ARC). No interest will be paid on EMD amount.

4. No exemption will be given to any firm with regard to deposit Earnest Money Deposit (EMD). However, the firms who are exempted from submission of Earnest Money Deposit (EMD) shall be dealt as per General Financial Rules, 2005 subject to submission of an undertaking from the firm seeking such exemption. Copies of relevant certificates/documents regarding such exemption should be submitted alongwith the bid.

4. Earnest Money Deposit (EMD) of successful bidder will be returned after submission of the performance security. Successful bidder shall submit the performance security of Rs 1,25,000/- (One Lakh Twenty Five Thousand only) by way of Fixed Deposit (FD) which will be refunded on satisfactory completion of the contract. No interest will be paid on performance security deposit.

K Murali
22/9/16

(K Murali)

Under Secretary to the Govt. of India

INFORMATION FURNISHED BY THE FIRM FOR EVALUATION OF TECHNICAL BIDS

S. No.	Particulars	To be filled by the bidder	
1.	(a) Name of the Firm		
	(b) Address of the Firm		
	(c) Name of Proprietor		
	(d) Telephone No.		
	(e) Mobile No.		
	(f) Email Address		
2.	PAN Number (copy to be enclosed)		
3.	TIN Number (copy to be enclosed)		
4.	Service Tax Registration Number (copy to be enclosed)		
5.	List of at least three Government Ministries/Departments in which similar service is provided by the firm (copy to be enclosed)		
6.	Annual Turn Over (in Rs) (copy of financial statement of account like Balance Sheet, Profit & Loss Account etc. to be enclosed) (Average Annual Turn Over during last three financial year should be at least of Rs 25 lakh per annum)	Year	Annual Turn Over (in Rs)
		2013-14	
		2014-15	
		2015-16	
7.	Details of EMD (i) Amount (ii) DD No. (iii) Date (iv) Issuing Bank		
8.	Whether terms and conditions of the tender is acceptable?		

It is certified that the above information are true and correct to the best of my knowledge and belief. It is also certified that the Firm is not black listed by any Government Ministries/Departments nor any criminal case is registered/pending against the Firm or its owner/partner anywhere in India.

Further, it is certified that I/we have read and understood the terms and condition of the Notice Inviting Tender (NIT) No. 14014/3/2016 Adm(G) dated 12 September, 2016 and will abide by them till the completion of the contract period. We are also willing to repair/maintain/supply of office furniture items (petty carpentry works) on credit basis and we understand that settlement of bills may take some time.

(Signature of the authorized person)

Date :

Name:

Place :

Designation:

Seal:

Note: Any bid received without all the details and/or without the certificate duly signed and/or without the seal of the firm, will be treated as incomplete and unresponsive bid and will be summarily/uprightly rejected and financial bid will not be opened.

(Handwritten signature)

Annexure-III

**LIST OF PETTY CARPENTRY WORKS ITEMS
INFORMATION FURNISHED BY THE FIRM FOR EVALUATION OF
FINANCIAL BIDS**

S. No.	Items with Specification	Unit	Basic Rate per unit (in Rs)	VAT and other taxes etc. (in Rs)	Total Rate per unit (in Rs)
1	2	3	4	5	6
	1) NAME PLATE/STAMP/BANNER ETC.				
a.	Steel Name Plate	per sq inch			
b.	Brass Name Plate	per sq inch			
c.	Plastic Name Plate	per sq inch			
d.	Self Inking Stamp	per box			
e.	Compact Stamp	per stamp			
f.	Rubber Stamp	per line			
g.	Italian Photo Frame Fitting	per running feet			
h.	Banner (Cloth)	per mtr			
i.	Banner (Flex)	per mtr			
j.	Parking Board	per sq feet			
k.	Engagement Stand (Wooden)	No.			
l.	Seal (Brass)	No.			
m.	Parking Line Drawing (5")	per sq running feet			
n.	Numbering on Furniture Item	per item			
o.	Circular Stamp	per stamp			
p.	Date Stamp	per stamp			
q.	Ink filling in Compact Stamp	No.			
r.	Memento Shield for Retiring Person	No.			
	2) STEEL ALMIRAH				
a.	Repairing/Opening of Steel Almirah	No.			
b.	Repairing of Lock System	No.			
c.	Replacement of 4" brass Almirah Lock/Handle	No.			
d.	Providing of Key	No.			
e.	Painting of Steel Almirah	per sq feet			
	3) STEEL/WOODEN TABLE				
a.	Repairing/Opening of Drawer	No.			
b.	Replacement of Drawer Brass Lock	No.			
c.	Painting of Steel Table	per sq feet			
d.	Supply of Table Top	per sq feet			
e.	Repairing of Wooden Table	No.			
f.	Providing of Key	No.			
g.	Supply of Table Glass (12 mm)	per sq feet			
h.	Supply of Table Glass (6 mm)	per sq feet			
	4) EXECUTIVE/REVOLVING/WOODEN CHAIR				
a.	Repairing of Executive/Revolving Chair	No.			
b.	Repairing of Wooden Chair	No.			
c.	Canning of Wooden Chair (Plastic)	No.			
d.	Canning of Wooden Chair (Bamboo)	No.			
e.	Supply of Base for Revolving Chair	No.			
f.	Supply of Hydraulic of Executive Chair	No.			
g.	Welding of Chair	per point			
h.	Replacement of Wheel	No.			
i.	Replacement of Handle/Arm	No.			
j.	Replacement of Seat	No.			
k.	Replacement of Back	No.			
	5) DOOR/WINDOW				

S. No.	Items with Specification	Unit	Basic Rate per unit (in Rs)	VAT and other taxes etc. (in Rs)	Total Rate per unit (in Rs)
1	2	3	4	5	6
a.	Repairing of Door	No.			
b.	Supply/Fixing of Mortise Lock	No.			
c.	Supply/Fixing of Mortise Handle	No.			
d.	Modernization of Door with Frame (with new teak ply/moulding)	per sq feet			
e.	Scrapping/Polishing of Door	per sq feet			
f.	Scrapping/Polishing of Window	per sq feet			
g.	Supply/Fixing of Brass Door Handle	No.			
h.	Supply/Fixing of Brass Door Closer	No.			
i.	Supply/Fixing of Brass Cylindrical Lock	No.			
j.	Supply/Fixing of Security Lock (Godrej)	No.			
k.	Supply/Fixing of Link Lock (Steel Rod)	No.			
l.	Supply/Fixing of Super Quality SS/Brass Mortise Lock	No.			
m.	Supply/Fixing of Super Quality SS/Brass Mortise Handle	No.			
n.	Supply/Fixing of Super Quality Door Stopper (SS)	No.			
o.	Supply/Fixing of Super Quality Brass Door Stopper	No.			
p.	Supply/Fixing of Super Quality Window Stopper	No.			
q.	Supply/Fixing of Door Closer	No.			
r.	Repairing of Door Closer	No.			
s.	Modernisation of Window Frame (with 5" teak moulding)	No.			
t.	Providing/Fixing of Teak Wood Window with Brass/SS Accessory	No.			
6) LACQUER POLISHING/DISTEMPERING					
a.	Officer Table	per sq feet			
b.	Steel Room's Table	per sq feet			
c.	Wooden Chair	No.			
d.	Scrapping/Lacquer Polishing of Wooden Furniture	per sq feet			
e.	Polishing of Wooden Flooring	per sq feet			
f.	Distemping	per sq feet			
g.	POP	per sq feet			
h.	Partition Painting	per sq feet			
7) UPHOLSTERY WORK					
a.	Upholstery of Sofa Set	per seat			
b.	Upholstery of Executive/Revolvin (Low Back) Chair	No.			
c.	Upholstery of Executive/Revolving (High Back) Chair	No.			
d.	Upholstery of Durian Chair	No.			
e.	Upholstery of Visitor Chair (Wooden)	No.			
8) CLOTH/CURTAIN/CUSHION/U FOAM					
a.	Cushion for Sofa (21"x22"x4")	No.			
b.	Cushion for Chairs (18"x18"x2")	No.			
c.	Sleep Well High Density U Foam	No.			
d.	Plain Curtain	per mtr			
e.	Plated Curtain (with Marking Lininig)	per mtr			
f.	Sofa Covers (White Tricot Cloth)	per mtr			
g.	Cloth for Upholster of Sofa/Chair				
i.	Cotton	No.			
ii.	Cottarise	No.			

S. No.	Items with Specification	Unit	Basic Rate per unit (in Rs)	VAT and other taxes etc. (in %)
1	2	3	4	5
	i. Cotton	No.		
	ii. Cottarise	No.		
	iii. Velvet	No.		
	iv. Handloom	No.		
9)	MISCELLANEOUS			
a.	Supply/Fixing of Laminated Sun Mica	per sq feet		
b.	Opening of Security Lock	No.		
c.	Repairing of Security Lock	No.		
d.	Supply of Brass Key for Security Lock	No.		
e.	Opening of Link Lock	No.		
f.	Repairing of Link Lock	No.		
g.	Supply of Key for Link Lock	No.		
h.	A/C Fitting (with material)	No.		
i.	A/C Fitting (without material)	No.		
j.	Providing/Fixing of Glass Window with Aluminium Channel	per sq feet		
k.	Providing/Fixing of Vertical Blind	No.		
l.	Repairing of Vertical Blind	No.		
m.	Re-fixing of Vertical Blind	No.		
n.	Providing/Fixing of Mirror (teak wood 6" frame with brass accessory)	No.		
o.	Supply/Fixing of Cupboard Brass Lock	No.		
p.	Supply/Fixing of Brass Multipurpose Lock	No.		
q.	Providing/Fixing of Wooden Partition (teak broad)	per sq feet		
r.	Providing/Fixing of Alumunium Partition	per sq feet		
s.	Supply/Fixing of Acrylic Sheet	per sq feet		
t.	Supply of Acrylic Writing Desk	No.		
u.	Supply of Wooden Writing Desk	No.		
v.	Providing/Fixing of Kazaria Ceramic Tiles (with material)	per sq feet		
w.	Providing/Fixing of Branded Vitrified Tiles (with material)	per sq feet		
x.	Providing/Fixing of Aluminium Grill with Frame	per sq feet		
y.	Providing/Fixing of Notice Board with Aluminium Frame	per sq feet		
z.	Providing of Wooden Coat Stand with Brass Fitting	No.		
aa.	Orthopedic Back Rest	No.		
ab.	Providing/Fixing of Computer Tray with Channel	No.		
ac.	Providing/Fixing of Kundi Chhapka	No.		
ad.	Supply of Pad Lock (Big)	No.		
ae.	Supply of Pad Lock (Medium)	No.		
af.	Supply of Pad Lock (Small)	No.		
ag.	Fixing of Name plate	No.		
ah.	Removing of Name Plate	No.		
ai.	Repairing of Computer Tray	No.		
aj.	Providing/Fitting of Soap Dispenser	No.		
ak.	Fixing of Tower Bolt	No.		
al.	Fixing of Drawer Handle	No.		
am.	Supply/Fixing of Ply	per sq feet		
an.	Providing/Fitting of Drawer Nob	No.		
ao.	Providing/Fitting of Drawer/Cabinet Handle	No.		
ap.	Supply/Fixing of Godrej Compactor Lock	No.		

S. No.	Items with Specification	Unit	Basic Rate per unit (in Rs)	VAT and other taxes etc. (in Rs)	Total Rate per unit (in Rs)
1	2	3	4	5	6
as.	Removal of Wooden Partition	per sq feet			
at.	Providing/Fixing of Hot Case Stand	No.			
au.	Supply/Fixing of Sliding Glass with Wheel	No.			
av.	Fixing of Photos/Scenery/Wall Clock	No.			
aw.	Making Hole in Wooden Furniture	No.			
ax.	Repairing of Owinging with waterproof cloth	per sq feet			
ay.	Providing/Fixing of Setup Box Shelf (Glass)	No.			
az.	Supply/Fixing of Sliding Glass Lock	No.			
ba.	Supply/Fixing of Godrej Drawer Lock	No.			
bb.	Providing/Fitting of Wooden Mount	per sq inch			
bc.	Supply/Fixing of Push Lock	No.			
bd.	Providing/Fixing of Urinal Censor	No.			
be.	Repairing of Urinal Censor	No.			
bf.	Repairing of Drawer Lock	No.			
bg.	Providing/Fitting of Keyboard Channel	No.			
bh.	Providing/Fitting of Brass Cupboard Lock	No.			
bi.	Providing/Fitting of Door Hing	No.			
bj.	Providing/fitting Door set lock	No.			
bk.	Providing/fitting Drawer handle	No.			
bl.	Providing Harison Padlock (Big)	No.			
bm.	Providing Harison Padlock (Medium)	No.			
bn.	Providing Harison Padlock (Small)	No.			
bo.	Providing/fitting Tower bolt	No.			
bp.	Refixing Hot case stand	No.			
bq.	Installation of TV (including material)	No.			
br.	Removing TV	No.			
bs.	Movable TV stand (40")	No.			
10)	SUPPLY OF FURNITURE ITEMS	No.			
a.	Supply of exclusively designed Wooden Tables made of teak broad and teak wood with different shades natural teak, rose wood rust and white cedar etc., duly lacquer polished with all necessary hardware fittings	per sq feet			
b.	Supply of exclusively designed Wooden Tables made of commercial board and laminated sun mika fitted with different shades natural teak, rose wood rust and white cedar etc., with all necessary hardware fittings	per sq feet			
c.	Supply of Executive Chair with High Back and soft PU arms and cushioned seat and back with Hydraulic system	No.			
d.	Supply of Revolving Chair/Computer Chair with Low Back and soft PU arms and cushioned seat and back with Hydraulic system	No.			
e.	Supply of Wooden Visitor Chair made of teak wood with seat & and back cushioned with fine quality melamine lacquer polished	No.			
f.	Supply of Deluxe Sofa made of wooden frame/fully covered with 4" pin core cushion (seat and back) covered with superior quality fabric	per seat			

S. No.	Items with Specification	Unit	Basic Rate per unit (in Rs)	VAT and other taxes etc. (in Rs)	Total Rate per unit (in Rs)
1	2	3	4	5	6
g.	Supply of Wooden Cabinet/Storage/Book Shelf/Cupboard/Almirah made of teak board and teak wood with different shades natural teak, rose wood rust and white cedar etc., duly lacquer polish with all necessary hardware fittings	per sq feet			
h.	Supply of Wooden Cabinet/Storage/Book Shelf/Cupboard/Almirah made of commercial board and lamination fitted with different shades natural teak, rose wood rust and white cedar etc., with all necessary hardware fittings	per sq feet			
i.	Supply of Wash Basin with wooden stand made of 19mm thick commercial board and teak wood with provision for bucket	per sq feet			
j.	Supply of Central Table/Side Table/Stool made of teak wood and top glass fitted	per sq feet			
k.	Supply of Photocopy Trolley made of wood with sun mica, box and wheels (size: 24"×24"×18")	No.			
l.	Supply of Steel Almirah (size: 78"×36"×19")	No.			
m.	Supply of Steel Almirah (size: 50"×36"×19")	No.			
n.	Supply of Steel Book Shelf (size: 78"×36"×19")	No.			
o.	Supply of Steel Book Shelf (size: 50"×36"×19")	No.			
p.	Supply of Steel File Rack (size: 78"×36"×19")	No.			
q.	Supply of Steel File Rack (size: 50"×36"×19")	No.			
r.	Supply of Steel Table with sun mica top and 3 drawers (size: 5'×3')	No.			

Note:

- 1) VAT and other taxes etc (Column No. 5) must be specified and filled in percentage.
- 2) Leaving any of the Column No. 4 and/or 5 will be treated as incomplete and unresponsive bid and therefore liable to be rejected.

DETAILS OF BANK ACCOUNT

(Real Time Gross Settlement (RTGS)/National Electronic Fund Transfer (NEFT) Facility For Receiving Payments)

S. No.	Particulars	To be filled by the bidder
1.	Name of Account Holder	
2.	Address of Account Holder	
3.	Name of the Bank	
4.	Name and Address of Branch	
5.	IFSC Code	
6.	MICR Code	
7.	Account Number	
8.	Type of Account	

I, hereby, declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user institute responsible.

(Signature of Account Holder)

Date :

Name:

Place :

Designation:

Seal:

Note: Please attach a photocopy of cheque

ce 12/9/16