

 IIT PALAKKAD	भारतीय प्रौद्योगिकी संस्थान पालक्काड <b>Indian Institute of Technology Palakkad</b> अहलिआ एकीकृत कैम्पस, कोज़िहपारा Ahalia Integrated Campus, Kozhipara पालक्काड- 678557 Palakkad – 678 557	दूरभाषसंख्या/ Phone no: 04923 – 226300/590/586 ईमेल/ Email : purchase@iitpkd.ac.in
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Ref No: IITPKD/HOS/133/2018

Date: 16.03.2018

Due Date of the tender: 05.04.2018@ 2.00 PM

**TENDER FOR INVITING QUOTATIONS**

Dear Sirs,

On Behalf of Indian Institute of Technology Palakkad quotations are invited for “**Supply of 235 numbers of Steel Almirah for the students’ hostel**” confirming to the specification in the Annexure.

- 1. Preparation of Bids:** - The tenders should be submitted **under two-bid system** (i.e.) Technical bid and Financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. No prices should be included in technical bid. Financial Bid should indicate item – wise prices for the items mentioned in the technical bid. The technical bid and the Financial should be put in separate cover and sealed. Both sealed covers should be put into a bigger cover. If it is single bid cover, the quotation will be rejected automatically.
- 2. Opening of the Bids:** The offer/ Bids will be opened by the committee duly constituted for this purpose. The Technical bids will be opened and will be examined by the Technical Committee, Which will decide the suitability of the bid as per the specification and requirements. The financial offers/ bids will be opened only for the bidders **who meet all the Technical requirements along with sample of furniture.**
- 3. The Quotations** duly sealed and superscribed on the envelope **with the reference No. and due date, should be addressed to the undersigned so as to reach him on or before the due date stipulated above. Fax and Email quotation are not acceptable. One sample of the furniture should also be submitted along with the Bid, before the due date stipulated above.**
- 4. The price** should be quoted per unit inclusive of and packing and delivery charges should be indicated. The offer/bids should be exclusive of Taxes However the percentage of taxes as on date should be clearly indicated.
- 5. The Quotations** should be valid for **sixty days** from the due date and the period of delivery required should also be clearly indicated.

6. Quotations should be for **F.O.R.** at **IIT Palakkad, Transit Campus, West Pudurssery, Kanjikode, Palakkad, Kerala.**
7. Goods shall not be supplied without an official supply order.
8. **Custom Duty:** Custom Duty which will be paid at a concessional rate against duty exemption certificate.
9. **Payment:** Every attempt will be made to make payment within 30 days from the date of receipt of bill / acceptance of goods, whichever is later. No advance payment will be made. The Tenderer have to furnish the bank details along with tender like Account No, Account Name, IFSC Code etc.,
10. **Submission of Bids:** Quotation should be sent to the following address "**The Registrar, Indian Institute of Technology Palakkad, Ahalia Integrated Campus, Kozhipara, Palakkad - 678 557, Kerala**", Phone No: **04923 226 300/ 590/586** , Email : **[purchase@iitpkd.ac.in](mailto:purchase@iitpkd.ac.in)**
11. **Delivery Period:** The quotation should indicate clearly when delivery and installation will be made (**Not later than 30<sup>th</sup> June 2018**).
12. **Delay in Supply or Liquidate damages:** If the supplier fails to deliver the stores within the time specified in the purchase order, the purchaser will recover from the supplier as liquidated damages a sum of one- half of one percent (0.5%) of the P.o value of the undelivered stores for each calendar week of delay. The total liquidated damages shall not exceed five percent (5%) of the P.o price of the unit or units so delayed. Stores will be deemed to have been delivered only when all their component parts are also delivered. If certain components are not delivered in time, the stores will be considered as delayed until such time as the missing parts are delivered.
13. **Late offer:** The quotation received after due date will not be considered. Please ensure that your offer is sent well in advance to reach the Institute by the due date.
14. **Warranty:** The bidder shall specify the warranty period clearly for the furniture.
15. **Acceptance and Rejection:** I.I.T Palakkad has the right to accept the whole or any parts of the Tender or portion of the quantity offered or reject it in full without assigning any reason.

Yours faithfully



Registrar, IIT Palakkad



## WHO CAN PARTICIPATE

1. The Bidder should have manufactured similar type of furniture and should have already supplied it to a number of customers for at least three years (**Proof to be enclosed**). A list of customers in India with details for contacting them and possibly inspecting the furniture must accompany the quotation.
2. The Firm should have all the necessary registrations of the Govt. under the Shops and Establishment Act,
  - a) PAN Number
  - b) GST Registration
3. The bidder must provide Sample of Furniture at IIT Palakkad, on or before the date of opening of Technical Bids.
4. **Factory Visit:**
  - Before issuing the purchase order, a specially formed committee may inspect the Manufacturing facility of the bidder to satisfy the capability of supplying the furniture. The committee's decision will be considered as final.
  - Before shipment, to ensure that the same quality as the given sample is maintained, the goods to be supplied may be inspected in the company premises.

Tender can be submitted in person on or before the due date and time specified in the tender notice. Such tenders may be dropped in the **TENDER BOX** kept at the Entrance Lobby area of:

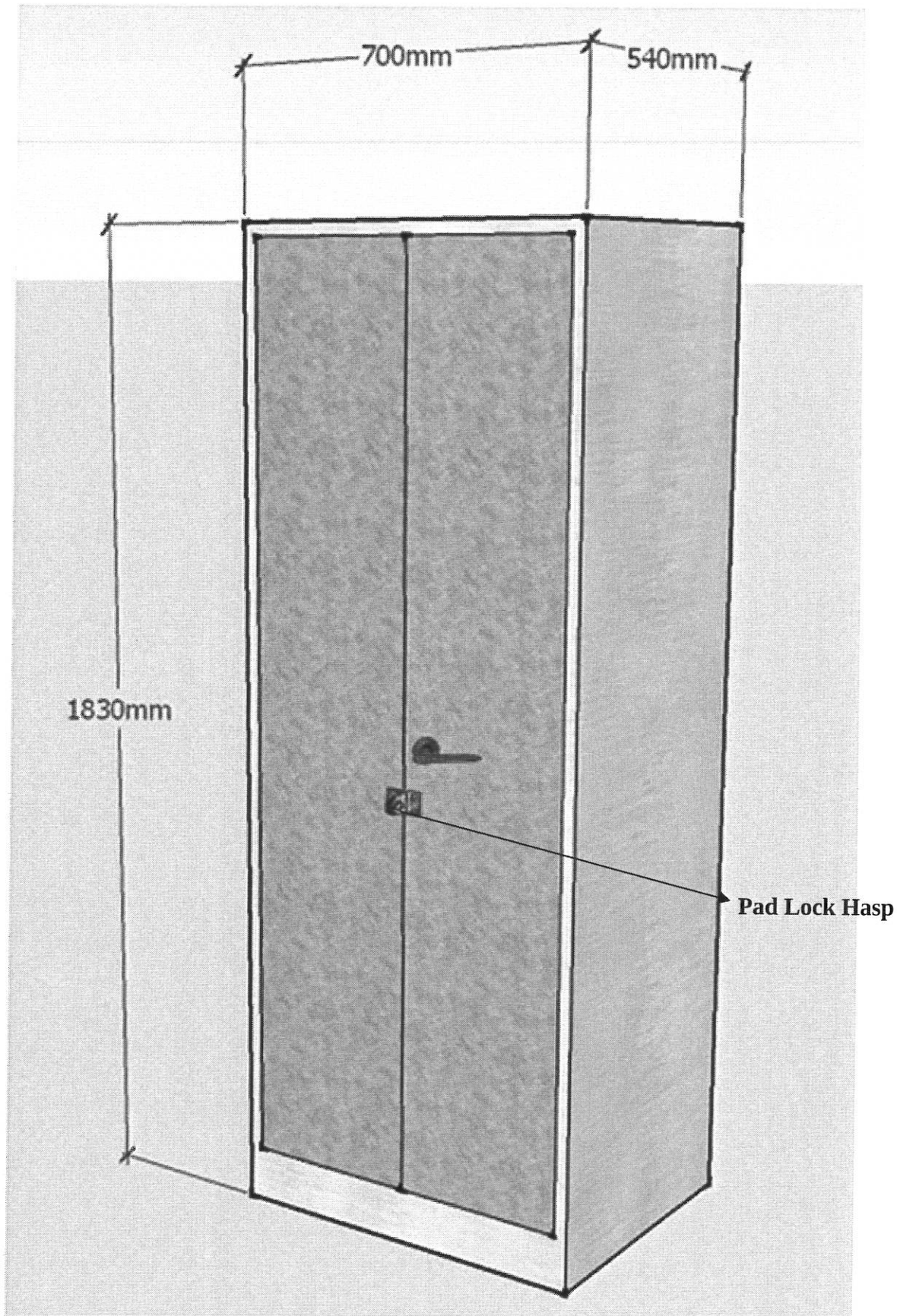
**INDIAN INSTITUTE OF TECHNOLOGY PALAKKAD  
ACADEMIC BLOCK,  
AHALIA INTEGRATED CAMPUS,  
KOZHIPARA, PALAKKAD-678 557  
PHONE NO: 04923 226 300/586/590**

**Steel Almirah - 700mm x 540mm x 1830mm (as per drawing attached)**

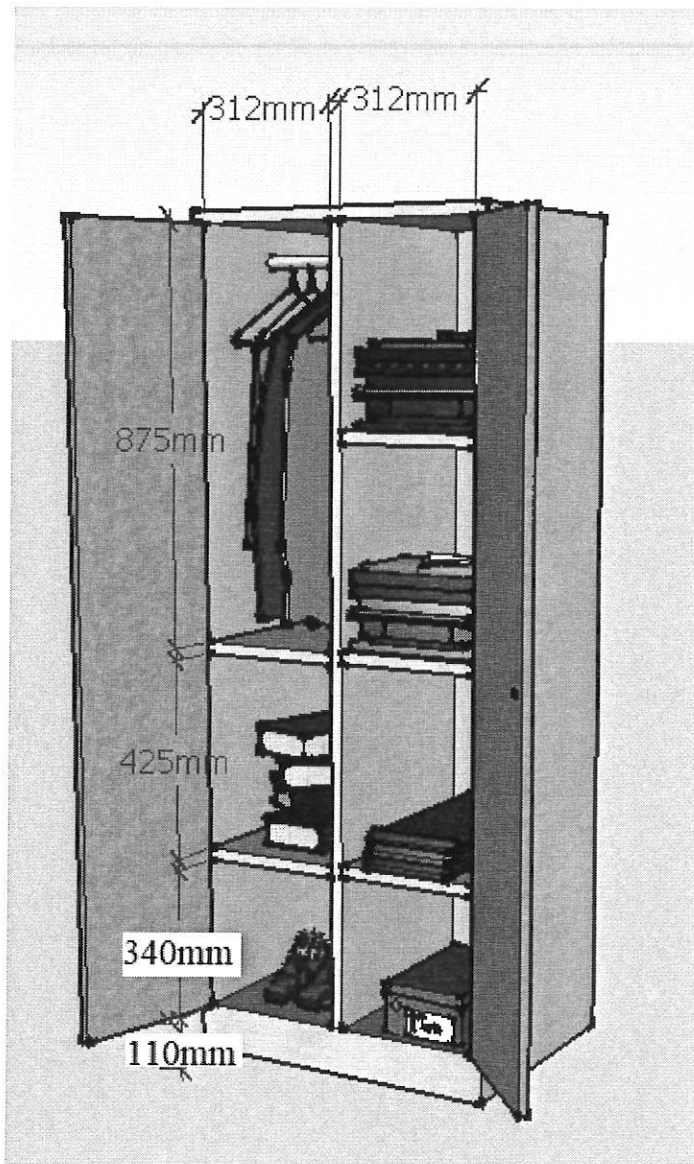
- Full steel body Almirah with sheet thickness 20 gauge thickness CRCA steel sheets for body as 18 gauge thickness for door.
- Each unit will have 7 compartments with 5 shelves of 18 gauge thickness sheet and one number 18 mm dia powder coated steel hanger rod .
- Quality pad lock system with appropriate strong handles.
- Pedestal 110 mm height made of 20 gauge CR steel sheet.
- All steel components need to be given acid wash, anticorrosive treatment prior to powder coating. Companies for steel components must be T.I, Tata and Apollo.
- All steel components should be powder coated with minimum thickness 60 micron and should Scratch Resistant Powder Coated.
- Mill certificates for steel items are required to be produced.
- The specifications of materials used should be provided as per drawing. Better value elements can be added to the furniture sample, if appropriate.

Mamuel

# Steel Almirah



STEEL ALMIRAH - OPEN VIEW





## FINANCIAL BID FOR STEEL ALMIRAH

No	Item Description	Quantity	Unit	Rate	Amount
1.	Steel Almira (700mm width x 540mm depth x 1830mm height)- Cupboard made completely from steel with 7 compartments.as per technical specification given in the annexure	235	each		
2.	GST Percentage				
	Total Amount				

**Note: Taxes may be shown separately and not to include in the price**