

INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR  
HOWRAH-711103

(Project Code: DRC/BRNS/ME/PPD/002/16-17)

**Notice Inviting Tender**


Advt.No. PIF/ ME/PPD/BRNS/ 2017-18/08/04

Dated 11.08.2017

1. The vendors are requested to submit their quotations in sealed envelopes in the **Letter box of Prof. Sudipta Mukhopadhyay, Prof-in-Charge of Furniture** placed in the 1<sup>st</sup> floor of Department of Mining Engineering, Indian Institute of Engineering Science and Technology, Shibpur Howrah – 711 103 (Contact No: 9433965705) by 4:00 pm of 24.08.2016. Tender No must be mentioned on the top of the envelope. This may kindly be noted that the rate to be quoted inclusive of all charges such as carrying cost etc., Taxes should be separately shown, rate should be valid for 6 months from the date of Quotation. The vendor must have PAN Card and VAT/GST Registration Certificate (whichever applicable on date). PAN No. and VAT/GST No. should be mentioned in the bid documents, without which quotation will not be considered.
2. The IESTS authority will evaluate and compare the quotations (the gross amount i.e. inclusive of all taxes, other charges etc) determined to be substantially responsive i.e. which - (a) Meet the qualification criteria specified above, (b) Are properly signed, and (c) Conform to the terms and conditions, specifications without deviations.
3. Notwithstanding the above, the IESTS authority reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
4. The last date of receipt of tenders is **24-08-2017 (Thursday) up to 04.00 P.M.** quotations received later will not be entertained under any circumstances.
5. For item specification bidders may contact:  
**Dr. P.P.Dey,**  
**Mechanical Engineering Department, IEST, Shibpur, Howrah**
6. The price quoted should be inclusive of all Taxes, duties and levies at the premises of the Mechanical Engineering Department. All Taxes, Freight, Insurance charges etc. should be clearly indicated. Inclusion of Tax/Levy or any other charges at a later stage will not be accepted. At the end, the total price of a single item must be indicated as:  
**TOTAL PRICE: Rs. ....ONLY, INCLUDING ALL.**
7. The items must be supplied within a period of ONE MONTH **after the receipt of the Purchase Order**. Installation, if applicable, must be completed by six weeks after the receipt of the Purchase Order.
8. If the supply is not completed within the stipulated period as indicated in the Work Order, a Liquidated Damage @ ½ per cent per week will be imposed subject to maximum of 5% of the value of work order.

9. Bills in triplicate should be presented for payment within 15 days of Supply / Completion of work. No Advance Payment can be made. All bills are to be accompanied by Order copies and Challan Receipt. The Order Number is to be noted on both the Challan and the Bill.
10. Documents to be submitted with the tender:  
Tender Documents/Terms & Conditions in Original duly signed by the Proprietor / Partner/  
Director of the Company as a token of acceptance of Terms & Conditions of Tender.  
Pl. Mention the advertisement no. (PIF/ ME/PPD/BRNS/ 2017-18/08/04) on the envelope.

**Detail of Items****Advt. No. PIF/ ME/PPD/BRNS/ 2017-18/08/04**

Sl No	Item	Specification	Sample Photograph
1	Wooden Table (Quantity-4)	<ul style="list-style-type: none"><li>Made of Solid Salwood (No Ply) with three footrests</li><li>Length X Breadth X Height : 48" x 30" x 30"</li><li>Sunnica Table Top (Preferably Sky Blue Colour)</li><li>Three Footrests must be provided as shown in the figure so that computer CPU/UPS can be kept (as indicated by red circle)</li></ul>	
2	Computer Chairs (Quantity-6)	<ul style="list-style-type: none"><li>Adjustable cum Revolving (with wheels) type with arms</li><li>As shown in the figure</li></ul>	
3	Plastic Chairs of reputed brand (eg., Supreme/Neel kamal etc.) (Quantity-6)	<ul style="list-style-type: none"><li>With Arms</li><li>Reputed Brand</li><li>As shown in the figure</li></ul>	
4	Steel Almirah (Quantity-1)	<ul style="list-style-type: none"><li>Height X Length X Breadth : 78" X 36" X 20"</li><li>Gauge : 20 or thicker</li><li>Painting : Double Painting with good quality primer (The Almirah will be placed in the ground floor in a moist area)</li></ul>	

**PL. NOTE : UNIT PRICE, INCLUSIVE ALL, MUST BE QUOTED FOR EACH OF THE ITEMS**