

Schedule No	UTTAR PRADESH TEXTILE TECHNOLOGY INSTITUTE, KANPUR 11/208, Parbati Bagla Road, Souterganj, Kanpur, Phone No. 0512-2531814, Email: info@.uptti.ac.in Notice Inviting Tender No: 02 / 2015-16		
	The DIRECTOR, UPTTI, KANPUR (UP) invites sealed tenders from eligible bidders for purchasing Examination Management Software & Hostel Furniture and as per details available on our website, "www.uptti.ac.in"		
01	Hostel Furniture/ Classroom & Office Furniture	Last date & Time of submission Date of opening technical bids Date of opening of financial bids	26.10.2015, 11 A.M. 26.10..2015, 12 Noon 29.10.2015, 11A.M
The tender document may be purchased from the account office by paying Rs 1000 through cash/ DD in favour of Director, UPTTI Kanpur payable at Kanpur. Tender Document may be downloaded from our website www.uptti.ac.in			
Earnest money@1.5% or more is to be deposited along with the Tender rates of quoted price. Institute reserves the right to reject anyone or all the Tenders without assigning any reason thereof.			
By Order: Director			

Issued to: _____

PROCUREMENT OF GOODS

Last date & Time of submission	26.10.2015, 11 A.M.
Date of opening technical bids	26.10..2015, 12 Noon
Date of opening of financial bids	29.10.2015, 11A.M

Tender No: 02/2015

Tender Document for Hostel/ Class Room & Office Furniture

Uttar Pradesh Textile Technology Institute,

Kanpur

Website: www.uptti.ac.in

INVITATION FOR TENDER FOR SUPPLY OF GOODS

To

Sub: INVITATION FOR TENDER FOR SUPPLY OF Items as per List enclosed as Annexure-II
And as per

Tender Notice No: 2 Hostels / Class Room & Office Furniture /2015-16

Dear Sirs,

1. You are invited to submit your most competitive Tender rates for the following goods:-

Brief description of the goods	Specification*	Quantity	Delivery Period	Place of Delivery	Installation requirement if any	Approximate Cost
As per Annexure-II	As per Annexure-II	As per Annexure-II	45 Days	UPTTI Kanpur	Along with installation & commissioning if required	Rs. 9.80 Lac

2. **Bid Price**

- a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The price should be quoted in Indian Rupees only.
- e) You are required to quote separately for items in schedule 01 & 02 in your financial bid. and

3. Each bidder shall submit only one Tender rates

4. **Validity of Tender**

Tender rates shall remain valid for a period not less than 60 days after the deadline date specified for submission.

5. Evaluation of Tenders

5.1 The purchaser will evaluate and compare the tender rates determined to be substantially responsive i.e. which

- a) Are properly signed; and
- b) Conform to the terms and conditions, and specifications

5.2 The tender rates would be evaluated separately for each item.

6. Award of Contract

The purchaser will award the contract to the bidder whose tender rates has been determined to be substantially responsive and who has offered the lowest evaluated Tender price.

- 6.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any Tender rates and to cancel the bidding process and reject all Tenders at any time prior to award of contract.
- 6.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the Tender rates validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- 6.3 Successful bidder has to submit 10 % security money for the period of warranty in the form of DD/ bank guarantee from the date of supply of furniture. On satisfactory performance certificate the security will be returned back.

7. 100% Payment after receipt, check/installation & commissioning and verification of material but within 30 days.

8. Warranty/ Guarantee of one year from the date of Installation shall be applicable to the supplied goods.

9. We look forward to receiving your Tender and thank you for your interest in this purchase.

10. General Terms and conditions/Guidelines/Instructions for preparation and submission of offers/ Tenders:

- 10.1 The essential details of specifications & instructions are to be followed strictly in accordance with the tender notice. The tendering firms are required to submit their offer in two parts. The first part will be named as **TECHNICAL OFFER** & the second part will be called **FINANCIAL OFFER**. Please make these two envelopes and seal them. In Technical Offer and Financial Offer BID COVERS, it may specifically be indicated properly the Tender Notice No: _____, dated _____ Due/Opening on

- _____. **Both the Technical/ Financial offer be kept in one big covering envelope duly sealed**, properly addressed, tender no, dated and due opening dates etc.
- 10.2 All the enclosures should be valid on the date of opening of the tender.
 - 10.3 Rates and other taxes such as excise, sales/trade tax/ VAT and levies etc should be recorded separately and very clearly. Cutting/correction, if any, shall be properly attested by the tenderer.
 - 10.4 After opening the tender any changes in the rates shall not be acceptable and offer will be rejected.
 - 10.5 The security money/Earnest Money if, asked for, the same shall have to be given/ submitted as desired **along with the technical offer. Offers without EM/Security, if asked for, will be rejected.**
 - 10.6 It shall be responsibility of the tendering firms to present themselves on the date of technical and financial opening and meeting thereof and acquaint themselves with the shortcomings. No separate intimation will be sent to them in this regard.
 - 10.7 Tenderer (Authorized person) shall sign the offer and all the enclosure being submitted by them with their designation, seal and date. All documents must be numbered starting from first pages 1,2,3....
 - 10.8 In case of U.P. state firm, enclose valid trade tax registration certificate and trade clearance certificate. The clearance certificate should not have been issued earlier than 364 days of the date of opening of tender. In case of outside U.P. firms, enclose valid C.S.T. registration certificate.
 - 10.9 If any regulatory act is applicable in item then enclose copy of clearance of the competent authority.
 - 10.10 No representations shall be entertained after opening of financial covers of tender.
 - 10.11 **Tenderer will quote net prices but giving breakup of their rates, sales tax/VAT, excise duty, packaging and forwarding to the destination (UPTTI Stores), Installations and commissioning charges if any, and other expenditure if any. Failing which offer will be rejected.**
 - 10.12 Conditional offers or optional bidding shall not be acceptable and such offers shall be rejected out rightly.
 - 10.13 If tendering firm fails to supply the items as per standard then he has to take back the supplied item at his own cost.
11. **Special Terms & Conditions:** Please make a bunch of your documents in Technical bid and number of pages at top right corner. The Technical bid should accompanied with the following documents:
- a) A demand draft for earnest money @1.5 % or more of the quoted price (Refundable to non successful bidders within seven working days from the date of opening of tender. The DD should be made in the name of 'Director, Uttar Pradesh Textile Technology Institute, Kanpur' payable at Kanpur.

- b) The copy of receipt of tender document fee (The tender document fee is Rs 1000- and is payable in cash or through DD in favour of Director, Uttar Pradesh Textile Technology Institute, Kanpur' payable at Kanpur)
- c) General information as per annexure-I
- d) The certificate of authorization as dealer from the manufacturer in case of dealers. The dealers must be at least three year old with the same company as 'authorized'.
- e) The certificate of registration in sales tax/trade tax.
- f) PAN
- g) The product catalogue/ literature for the quoted product giving detailed description and specification of the product.
- h) For the product quoted, the list of existing users (to whom you have supplied the same product) with current telephone numbers (to whom you have supplied the same product).
- i) The firm has to submit a sample for item listed at Sr. No 01, 03, 04, 08 & 10 for their assessment of quality and specifications before opening of Technical bid. The financial bid for the rejected items will not be considered.

Director

Uttar Pradersh textile Technolohy Institute,
11/208, Parvati Bagla Road,
Souterganj, Kanpur
Tel No 0512-2531814
Fax No: 0512-2530199
E-mail: info@uptti.ac.in

FORMAT FOR TENDER RATES

S. No.	Description Goods	Specification	Qty	Unit	Quoted Unit Rate	Total Amount	
						In Figure	In words

Gross Total Cost RS _____

(Breakup of price quoted as required may be given separately, but must be enclosed with this format duly attested/signed and stamped)

We agree to supply the above goods in accordance with the technical specifications for a total contract price of RS _____ (amount in figures) (Rs.....amount in words) within the period specified in the invitation of Tender.

We also confirm that the normal commercial warrantee/guaranteed of months shall apply to the offered goods.

We hereby certify that we have taken steps to assure that no person acting for us or on our behalf will engage in bribery

Signature & Seal

Please Fill This Annexure positively

Annexure I

1.	Date of Application	
2	Name of Firm	
3	Address of Firm	
4	Sales/Trade Tax Registration No	
5	Address of the firm	
6	Whether Manufacturer/ Authorized Dealer	
	Certificate of authorization in case of dealer	
7	Name & address of the service centre Or the authorized agency that will provide Warranty services on your behalf	
8	Tender fee receipt no	
	Tender fee receipt date	
9	EMD details	
	EMD Amount	
	Bank Draft Number	
	Name of Bank	
	Branch	
	Date of Bank Draft	
10	List of Users	
11	Certificate of Sales Tax Registration	
12	Original Catalogue of product	
13	Any document in requirement of general terms and condition	

Signature of Proprietor

Seal

Annexure-II

Name & Specifications for the Furniture as Tender notice No 2: The quantity may vary before placing of order

S. No	ITEM	Specifications	Qty (Approx)	Rate/ Unit	Total price
Hostel Furniture					
1	Wooden Takhat	Mango wood leg and top, cross wooden 6' x 2'6" x 1'6", square Leg 3" x3" with iron support as per figure1	63		
2	Bench	Made of 18" gauge pipe, wooden top with commercial board 19 mm thickness with mica pasting, 4 feet long 18 " wide, total height with leg support of 18 inch, top board should trapped inside frame without screw as per figure 2	10		
3	Student Chair	Iron structure 18 gauge pipe, wooden top and back made of 19 mm MDF board with mica pasting: Size: 15" length, 15 "width and 18" height, 15x9: back board support, Back height 18" as per figure. Al pipe 18 gauge 25X50X1.2 mm as per figure3	30		
4	Student Tables	Iron structure 18 gauge, wooden top made of 19 mm MDF board with mica pasting. Size 2"Lx 1'6"W x2'6", leg support 18 gauge pipe as per figure 4	30		
5	Office Sofa Set	One three seater & two Single seater Sofa made of teak wood with polyurethane polish, 100 mm cushion, 32 density on seat and back covered with approved upholstery. Overall size of three seater sofa 1575x700x850 mm. Single seater sofa 700x700x850 mm.	01		
6	Centre Table	Size: 1200x600x450 mm Made of teak wood with 18 mm thick block board laminated top, shall rest on teak wood bottom size 50x25 mm, one book tray shall be provided beneath the top with polyurathene polish on all exposed area.	01		
7	Office Table	Size 48"x30"x30" with three drawers (side) made of 19 mm thick block board with lamination and teakwood leaping.	01		

B	Classroom & Office Furniture				
8	Student classroom Desk & Bench	<p>Desk & bench structure is made of 304 grade stainless steel of 1.5 x 1.5" square pipe of 16 gauge.</p> <p>Desk & bench top is made of wooden board of 25 mm thickness with mica pasting of 1 mm thickness.</p> <p>The bench top is made of board surround by 1" stainless steel beading.</p> <p>Fixing of board on bench & desk by nut & bolt.</p> <p>Desk & bench is fixed on floor by anchor bolt not less than 6 mm through square plate of 6 mm thickness attached to the legs.</p> <p>Dimension of Desk:72" Lx18"Wx 30" H Bench: 72"Lx15Wx18"H & With backrest total height 33" & backrest is fitted with 19 mm board with mica pasting of 72"x8" The drawing of bench & desk is attached as in Figure 5.</p>	50 Desk and 50 Bench		
09	Table for Reading Room	<p>Iron pipe 18 gauge, wooden top block board 25 mm with mica pasting, size 6' x3' x2'6", Leg support 1.5"x1.5: square pipe of 18 gauge with cross pipe for support</p>	03		
10	Library chairs	<p>Study chair (Iron Frame 1"x1" of 16 gauge pipe) with armrest. Top is 18" X18" of 18" height. Back height 18". 45 mm cushion on seat and 35 mm cushion on back. as per figure 6</p>	30		
11	Revolving general book stand (heavy)	<p>20 pocket of 12" long and 10 pockets of 18" long, 3 " deep fitted on heavy base as per figure 07</p>	01		



Fig. 1: Wooden takhat

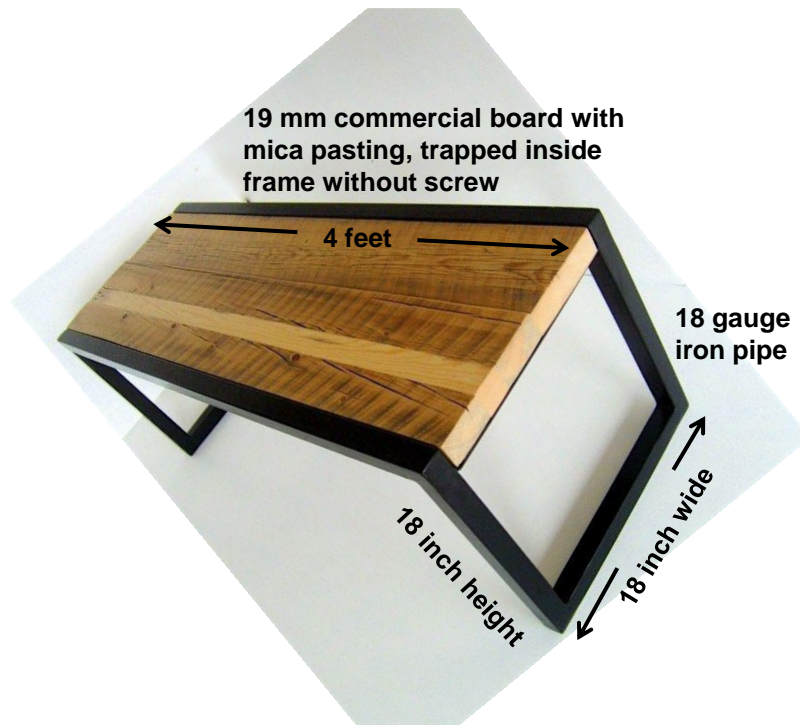


Figure 2: Wooden bench

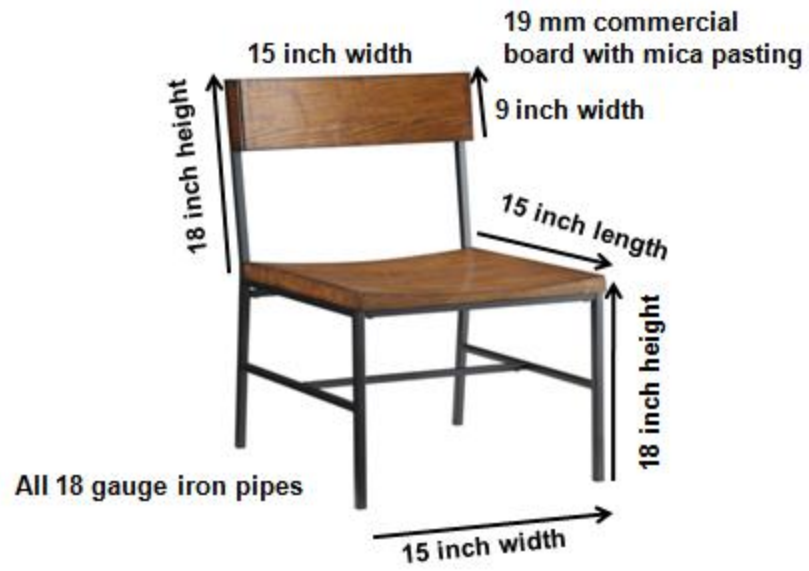


Fig. 3: Student Chair



Fig. 4: Student Table

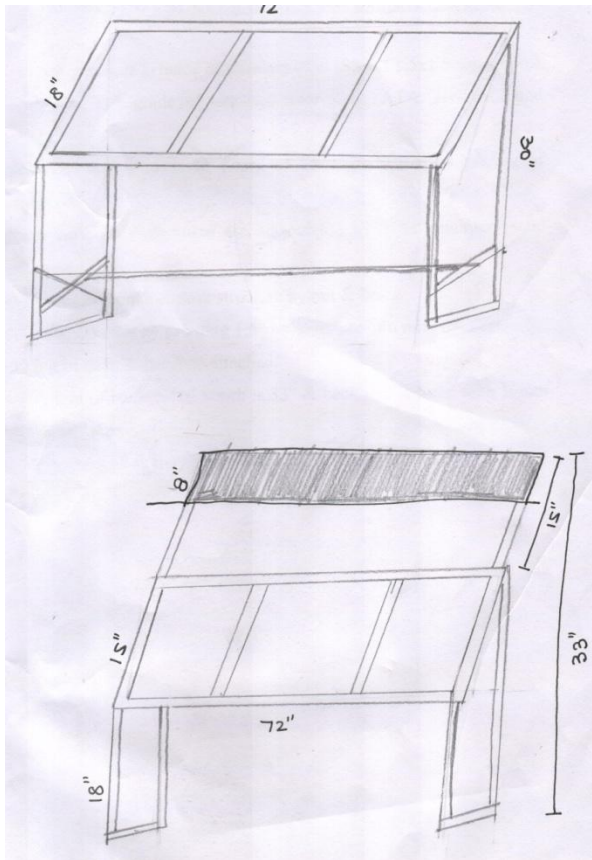


Figure 5: Student classroom bench & Desk

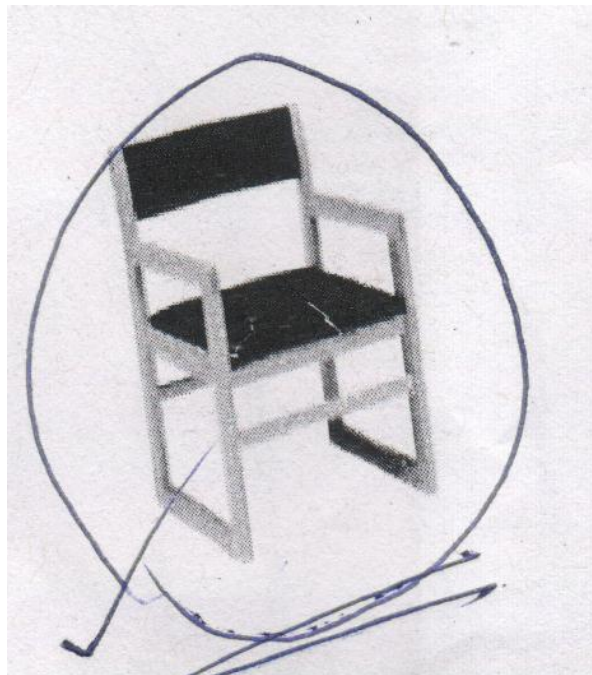


Fig 06: Library Chair

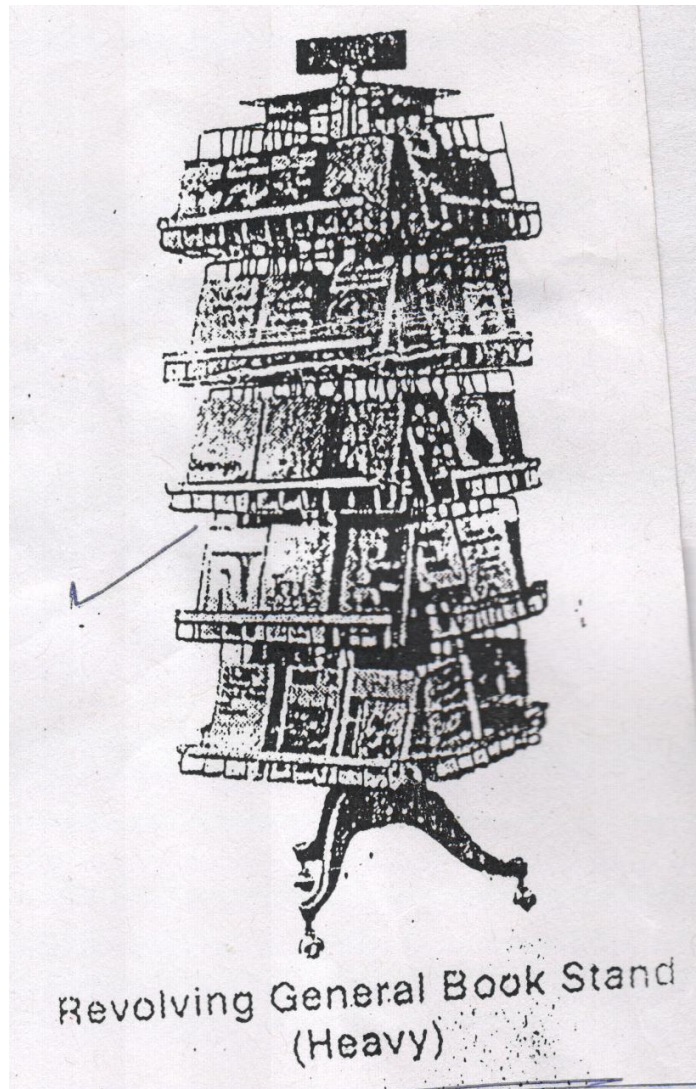


Fig. 07: revolving general Book Stand