



**GOVERNMENT POLYTECHNIC FOR WOMEN EDUCATION SOCIETY
MORNI, DISTT. PANCHKULA**

gpwmorni@gmail.com; www.mornigpw.org ; Contact No. 01733- 250096(O)

Tender/Quotation Notice: GPWM/O-1/2014/443

Dated:09/07/2014

**Sub: Short Notice Inviting Tender/Quotations for supply of Furniture Items
– Diploma In Architecture Assistantship – LIST - A**

Principal and Member Secretary Govt. Polytechnic for Women Morni Distt Panchkula invites sealed tender/quotations from Furniture Manufacturers/ Dealers/ Distributors/ Firms for the furniture items required by this polytechnic for the setting up of Labs/ Lecture Hall/ Drawing Hall of Diploma in Architecture Assistantship as per the details given below at Govt. Polytechnic for Women Morni Distt Panchkula. The bids/ quotations is required to be submitted in a sealed cover to the Principal , Govt. Polytechnic for Women Morni, Distt Panchkula (Haryana) duly super scribing the work i.e. **Bids /Quotations for Furniture Items-DAA –List -A** up to 19-07-2014 (till14.00 Hrs)

- 1 Last date of receipt of bids/ quotations **19th July 2014** (till 14:00 Hrs)
- 2 Date of opening of bids/ quotations **19th July 2014** (15:00 Hrs) in the office of Principal, Govt. Polytechnic for Women Morni Distt. Panchkula in the presence of bidders who choose to attend.

The details/specifications of the material/items required are as under

Sr. No.	Description of Material	Qty
1	Drawing Table as per specifications Free standing Drawing Board; Tables size 3'X2'X 19 mm; 19 mm Board to be water proof and of standard make and is provided with 1 mm natural light sunmica on top; Top board to be fixed with front height from ground to be 3 feet and back side 3'-6"; All frame to be made from 2"X1" pipe of 16 mm thickness.; Suitable .75 inch X 2 sut teak bidding with natural spirit polish to be provided around the board end sides; Provision of suitable tray below the board to made for keeping of various materials /small equipments. All metallic parts to be provided with Spray paint; Fine finish of Black colour. Legs to be provided with heavy duty shoes	10

TERMS & CONDITIONS

1. The agency is required to submit the financial bid/quotation as per **Annexure –I** in sealed covers clearly super scribed "**Financial Bid/Quotation for Supply of furniture Items for DAA –List – A** " should reach the Principal, Govt. Polytechnic for Women Morni, Distt Panchkula (Haryana)
2. Late receipt of bids (i.e. after due date and time) will not be considered. Authorized representatives of the tenderers may participate in the tender opening meeting, in case they wish to do so.
3. Rates must be quoted in figures & words in INR including all levies and taxes (i.e. Sales Tax, VAT, and Service Tax, Transportation etc) as per schedule given in the financial bid.
4. **Literature, catalogue** etc. must be attached along with the quotation.
5. **Institution have the right to** see the physical sample of the items if it feels so before the delivery of items
6. The bid will be valid for 45 days from the date of opening of the tender. In the case of successful tenderer, rates quoted shall be valid till the supplies & installation are completed unless there is downward revision, in such case the benefit shall be *suomoto* transferred to this GPW Morni.
7. **Special discount/rebate (if any) admissible to Educational Institution/University may be specifically indicated in the quotation.**
8. GPW Morni may increase/decrease the final requirement from the quantity mentioned in the tender.

9. In case the successful bidder fails to deliver the items within the stipulated period, proceeding for black listing of the firm may be taken with appropriate authority of Govt.
10. Installation of the items will be the responsibility of the supplier.
11. Any or all representative may be present, of concerned firm, at the time of opening of quotations.
12. No cutting /overwriting will be accepted at rates.
13. Payment will be made after receiving the materials and successful installation of furniture as per the supply order and Guidelines. No advance payment will be released. The delivery will be made as per the supply order and deviation, if any, may attract penalty
14. **The firm shall repair any minor defect observed in the furniture items during the 6 months from the delivery of the items at its own cost** when intimated by GPW Morni in this regard
15. The representatives of the firm should be available on telephone and also on mobile to enable this polytechnic to call them in emergency situation. Therefore, telephone as well as mobile number(s) may also be given.
16. Each page of the financial bid is to be **signed by the tenderers and duly stamped**.
17. All disputes arising out of this contract shall be referred to the sole arbitration of the Principal, Govt. Polytechnic for Women Morni Distt Panchkula (Haryana). The venue of arbitration shall be Panchkula (Haryana).
18. GPW Morni reserves the right to reject any or all quotations without assigning any reason. The decision of GPW Morni in this regard shall be final. No enquiries in this regard shall be entertained. Correspondence during tendering process may invite disqualification.
19. Material to be FOR GPW Morni
20. Payment will be made within 15 days of the receipt of the materials and its certification of quality and quantity from concerned Lab In-charge .
21. Tender/quotations having conditional rebates shall be considered invalid and shall be out rightly rejected.
22. Nothing extra whatsoever shall be paid on account of losses, damages done by rains or any other natural calamity.
23. Any injury/damage caused to labourers/workers deputed by the contractor while performing this work at this polytechnic will be the liability of the contractor.

**Principal,
Govt Polytechnic for Women Morni**

Endst. no. GPWM/A/22/2014/2638-2643

Dated:09/07/2014

A copy of the above is forwarded to the following for information and necessary action:

1. HOD DAA, GPW Morni
2. Notice Board G.P.W. Morni.
3. Notice Board Main Gate GPW Morni
4. Notice Board B.D.P.O. Morni.
5. Notice Board Naib Tehsildar Morni.
6. O/I E-control room GPWM for hoisting the above **“Notice Inviting Tender/Quotations for Furniture items at GPW Morni –DAA – List - A”** at web site www.mornigpw.org for the general public

Principal
GPW Morni (Panchkula)



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Annexure -I

FIRMS Financial Bids/ Rates –List - A

Note: No escalation of prices would be permitted on any ground. The price may be quoted with analysis. Firms must clearly indicate in their offers the different taxes and duties which they propose to charge extra mentioning clearly the present rate(s) thereof. Vague offers like “**duties as applicable**” shall not be considered.

Our rates for the items are as under

Sr. No.	Description of Material	Qty	Unit Rate (in Rs)	Taxes (in Rs.)	Total amount (in Rs.)
1	Drawing Table as per specifications Free standing Drawing Board; Tables size 3’X2’X 19 mm; 19 mm Board to be water proof and of standard make and is provided with 1 mm natural light sunmica on top; Top board to be fixed with front height from ground to be 3 feet and back side 3’-6’’; All frame to be made from 2’’X1’’ pipe of 16 mm thickness.; Suitable .75 inch X 2 sut teak bidding with natural spirit polish to be provided around the board end sides; Provision of suitable tray below the board to made for keeping of various materials /small equipments. All metallic parts to be provided with Spray paint; Fine finish of Black colour. Legs to be provided with heavy duty shoes	10			

(Authorized Signature)

Name of the Authorized person: _____

Name of the Company: _____

Address of the company: _____

Contact No. : _____; Email Id: _____

Seal of the company: