

UNDER MODE OF DESPATCH

BHARATHIAR UNIVERSITY: COIMBATORE - 641 046

No. BU/R-D8/D-23333/DES - Dr.RR-fur/2022-23

Date :12.01.2023

**TENDER NOTICE**

Sealed Tenders are invited by the Registrar, Bharathiar University, Coimbatore 641 046 upto 3.00 P.M on 06.02.2023 (Separate Technical bid and Commercial bid) from the specialized reputed firms for the Purchase of 1 No. of Filing Cabinet and 1 No. of Mesh back Executive Revolving chair (Faculty Chair) for the department of Environmental Sciences in Bharathiar University at Coimbatore.

S. No	Description	Tender Cost`	E.M.D. `	Eligibility of firm
1	Purchase of 1 No. of Filing Cabinet and 1 No. of Mesh back Executive Revolving chair (Faculty Chair) for the department of Environmental Sciences Bharathiar University at Coimbatore.	300+ GST @18%	875/-	Manufacturers and Suppliers
Tender Documents can be downloaded from our website: <a href="http://www.b-u.ac.in">www.b-u.ac.in</a> . and Government website : <a href="http://www.tenders.tn.gov.in">www.tenders.tn.gov.in</a> From 23.01.2022 to 06.02.2023				
LAST DATE FOR SUBMISSION OF TENDERS :06.02.2023 upto 3.00 P.M.				
TECHNICAL BIDS OPENING DATE :06.02.2023 at 4.00 P.M.				

**Note:**

- 1 The tender is governed by the Tamilnadu Tender transparency Act 1998 and 2000 as amended from time to time.
- 2 The tender cover should be super scribed as "Tender for the Purchase of 1 No. of Filing Cabinet and 1 No. of Mesh back Executive Revolving chair (Faculty Chair) for the department of Environmental Sciences in Bharathiar University at Coimbatore.
- 3 The Tender Fee & EMD of the quoted value against each to be enclosed in the form of DD drawn in favour of the Registrar, Bharathiar University, payable at Coimbatore and shall be submitted in separate cover.
- 4 For Tender Terms, Conditions and Detailed Specifications - log on to our website <http://www.b-u.ac.in> and Government website : [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in) can be downloaded.

REGISTRAR i/c  
BHARATHIAR UNIVERISTY

**BHARATHIAR UNIVERSITY COIMBATORE: 641 046**

**TENDER CONDITIONS AND INSTRUCTIONS FOR THE SUPPLY OF**

**PURCHASE OF 1 NO. OF FILING CABINET AND 1 NO. OF MESH BACK EXECUTIVE REVOLVING CHAIR (FACULTY CHAIR) FOR THE DEPARTMENT OF ENVIRONMENTAL SCIENCES IN BHARATHIAR UNIVERSITY, COIMBATORE.**

- 1 Sealed Tenders will be received by the Registrar, Bharathiar University, upto 3.00 p.m. on 06.02.2023 for the Purchase of 1 No. of Filing Cabinet and 1 No. of Mesh back Executive Revolving chair (Faculty Chair) for the department of Environmental Sciences of this University as specified in the schedule (Appendix).
- 2 Tender should be addressed to the Registrar, Bharathiar University and should be only in sealed covers by Registered post/ or in person. Tenders received in ordinary covers without seal will not be considered.
- 3 The tender cover should be super scribed as "Tender for the Purchase of 1 No. of Filing Cabinet and 1 No. of Mesh back Executive Revolving chair (Faculty Chair) for the Department of Environmental Sciences in Bharathiar University at Coimbatore. The covers received without such superscription will be rejected summarily.
- 4 Technical Bids only will be opened on 06.02.2023 at 4.00 p.m in the presence of the tenderers. The price bids will be opened after technical evaluation . Date of opening of Price Bids will be intimated later.
- 5 Each tender shall be accompanied with the requisite EMD Rs. 875/- (Rupees eight hundred and seventy five only) and Tender cost of Rs. 300/-+GST @ 18% noted below against each in the form of DD drawn in one of the Nationalised Banks in the name of "Registrar, Bharathiar University" payable at Coimbatore. Cheques and Bank Guarantees will not be accepted. Tenders without EMD shall be summarily rejected. EMD will not carry any interest.

S. No.	Name of the Equipment	Tender Cost	E.M.D. `
1	Purchase of 1 No. of Filing Cabinet and 1 No. of Mesh back Executive Revolving chair (Faculty Chair) for the department of Environmental Sciences.	Rs. 300/-+GST @ 18%	Rs. 875/-

- 6 Tenders received late will be returned to the tenderer unopened.
- 7 The rates will be kept firm for 180 days (one hundred and eighty) from the date of the opening of the Tenders in acceptance.
- 8 The rate should be quoted with specification and model if applicable and should be indicated clearly both in words and figures. Any scoring or overwriting should be atested by the tenderers with full signature. The rate quoted should be firm and should not be subjected to any variation clauses.
- 9 University shall not pay increase in duties, taxes and surcharges on account of any revision by the Government at the time of supply and installation.
- 10 Supply shall be as per the specifications mentioned in the Appendix and according at the time of supply .
- 11 The tenderer should quote as per the tender specifications and image of the Furniture only. Option shall be given separately.
- 12 The tender form (Annexure I & II) should be completed in all respects. Wherever the information is not relevant to your bid, the space should be appropriately filled with 'NA or NIL'. No space shall be left blank. All pages of the tender documents should be enclosed otherwise the tenderers are likely to be rejected.
- 13 If the given space is in sufficient to give required information, additional sheets may be added. Each such additional page shall be numbered consecutively and shall bear our tender reference number and signature of bidder or his/her authorized agent.
- 14 Faxed Bids are liable to be rejected.

- 15 Tenders, only the Technical Bids will be opened on 06.02.2023 at 4.00 p.m. by the Registrar or his nominee in the presence of Tenderers or their representatives who may be present at the time of opening. The representatives of the tendering firms who are attending during opening of the technical and price bids should bring a letter of authorization from the tendering firms, which they represent to identify their bonafied.
- 16 The tender shall be valid for a period of 180 days from the date opening. Tenderer should not withdraw his tender after the tenders are opened. In case the tender is withdrawn after it is opened, the EMD paid by him will be forfeited.
- 17 The EMD of the unsuccessful tenders will be refunded immediately after the tenders are disposed of by the competent authority.
- 18 Successful tenderer shall execute an agreement for the fulfillment of contract in the stamp paper in the model form. The conditions stipulated in the form should be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to be right of the University and to recover any consequential loss from the successful tenderer.
- 19 Successful tenderer shall remit a Security deposit of the order value (excluding EMD already remitted). Security Deposit will be refunded at the end of warranty period subject to the satisfaction of the University. The EMD may be adjusted towards Security deposit payable.
- 20 If the tenderer failed to act upto the tender or backs out when his tender accepted, security deposit will also be forfeited to department.
- 21 The material should be supplied strictly in accordance with the specifications given in the Appendix and should fulfill the successful tests carried out by the Competent Authority of the University. The supply and installation should be made as per the delivery schedule to be sent by the Registrar along with the exact location of the work. The guarantee period shall take effect from the date of trial run. Successful tenderer shall be liable to change any defective part during the warranty period. In either case the damaged or defective items will have to be taken back at supplier's cost and risk.
- 22 The commissioning and installation should be getting completed within the stipulated period mentioned in the supply order. If the supply is not made within the period, the supply order will be cancelled and the EMD & Security deposit will be forfeited.
- 23 The materials are to be guaranteed for the warranty period mentioned as per the given specifications from the date of installation and commissioning against manufacturing defect and bad workmanship. The period of warranty and the Annual Maintenance Contract (AMC) are as per the given specifications and the specified period shall commence from the date of installation.
- 24 The materials quoted shall confirm to ISI standard. The make of the materials shall be mentioned in the tender.
- 25 Any dispute arising out of this contract shall be settled only at the court having jurisdiction of Coimbatore.
- 26 The authority competent to accept the tender reserves the right to reject or accept any tender without assigning any reasons thereof.
- 27 Regarding the acceptance of supply with reference to the specification and quality of materials supplied, the decision of Registrar shall be final.
- 28 If the price in INR with GST taxes, should mention the valid local Sales Tax Registration/VAT Registration/CST Registration Numbers along with the copy of the registration Certificate.
- 29 The University is registered with DSIR and eligible for exemption towards customs duty as per the Government Notification No.43/2017-Customs dated 30.06.2017, Notification No.47/2017-Integrated Tax (Rate) dated 14.11.2017, 10/2018-Integrated Tax (Rate) dated 25.01.2018 and 45/2017-Central Tax (Rate) dated 14.11.2017. Hence the item price may be quoted separately (i.e.) Unit. Price & Taxes etc. only. Governemnt Notification No: 51/ 96 Customs Dt.23.7.1996.and Central excise duty as per Government Notification No.10/97 Central Excise Dt: 1.3.1997. The University will be given necessary exemption certificates.

- 30 Loss or Damage: External damages or shortages that are prima facie the results of rough handling in transit or due to defective packing will be intimated within a fortnight from the date of receipt of the material, Internal defects, damages of any internal parts that cannot ordinary be exhibited on superficial inspection though due to bad handling in transit or defective packing will be intimated within two months from the date of receipt of the stores. In either case the damaged or defective stores will have to be taken back at supplier's cost and risk.
- 31 Guarantee: The Supplier shall undertake to repair free of charge or replace any defective part of the equipment supplied due to defective or faulty design or bad workmanship during a period of three years from the date of commissioning of the equipment.
- 32 Penalty Clause: The delivery should be guaranteed by you under the penalty clause mentioned hereunder:
- 33 "Should delivery be delayed by strike, lockouts, fire accidents or any cause whatsoever, beyond the reasonable control of the contractor and whether such delay or impediment occurs before or after the time or extended time for dispatch or completion, a reasonable extension time shall be granted.
- 34 If the contractor fails in due performance of this contract, within the time fixed by the contractor the extension thereof, the contractor is liable at discretion of the purchaser to a penalty of 4% per month of the contract value of such portion only of materials as cannot, in consequence of the delay, be used during each month between the appointed or extended time as the case may be and the actual time of acceptance, and such penalty shall be in full satisfaction of the contractor's liability for the delay but shall no in any case exceed 25 % of the contract value of such portion of
- 35 Additional Documents: Please also attach with the quote the following documents:
- Number of service centres of the supplier in Tamilnadu/India.
  - Number of years standing in the business.
  - Average turnover in the last two years.
  - Backup facility for the warranty period.
  - TIN and CST Number, whenever required.
  - Certificates attained by the manufacturer.
  - Company Profile.
  - Any other relevant details in support of the items specified
- 36 Incomplete Tenders: Tenders without the complete particulars will not be considered.
- 37 Tenders will be considered only from the ISO certified Manufacturers / authorized distributors with sound technical and financial capabilities.
- 38 The University's general rules for the supply of the materials and works will apply on this purchase also.
- 39 Foreign firms having their own office in India can quote in respective country currency.
- 40 No communications from any tenderer adding to/adhering or explaining any terms of the tender will be considered prior to the submission or after opening of the tenders by the competent authority
- 41 In case of any modifications in specifications/terms and conditions/ any clarifications to the bid document it will be hosted in our website only and bidders are requested to log on to our website from time to time regularly for any amendment and no separate corrigendum will be issued in this regard.

**SIGNATURE OF THE TENDERER WITH SEAL**  
**Mobile No.**

**BHARATHIAR UNIVERSITY: COIMBATORE 641 046**

**Schedule For Purchase of 1 No. of Filing Cabinet and 1 No. of Mesh back Executive Revolving chair (Faculty Chair) for the department of Environmental Sciences in Bharathiar University at Coimbatore.**

<b>Sl. No.</b>	<b>Specification</b>	<b>Qty.Req</b>	
1	<b>OFFICE FILE CABINET :</b>	1 No	
	<b>Material</b>		<b>Metal</b>
	Size		2ft. (L) x 4ft. (H)
	Cabinet Central Locking System Chrome plated		Chrome Plated Heavy Duty Lock
	Color		Grey (or) Blue
	Item Weight		41 Kg or better.
	Drawer Cabinet		Heavy Premium quality ball bearing slides hardware.
	File Storage Capacity		4 Drawer File Cabinet (Can Easily Hold up to Maximum 13 Box File stored in 1 Drawer).
	Lock Key Arrangement		Double Key Set (for one Key Lock).
2	<b>EXECUTIVE REVOLVING CHAIR (FACULTY CHAIR) :</b>	1 No	
	Material		Engineered Wood & Fabric Cushion (Or) Soft Leather
	Dimensions		Approximate Size: W X H: 58.42 cm X 121.92 cm (1 Ft 11 In X 4 Ft) or Better
	Color		Brown (or) Black
	Push Back Mechanism		Yes
	Gas Lift		Yes
	Steel Powder Coated Metal Base		Yes
	Minimum Seat Form		500 mm (or) Better
	No Of Wheels		5 to 6
	Seat Is Rotatable		Yes
	Seat Height Adjustment		Yes
	Back Rest Adjustable		Yes
	Chair Type		Revolving Chair Fabric (or) Multi Lock Mechanism (with headrest)
	Assembly Required		Pre-Assembled
Arm Type	Adjustable		
Arm Control	Seat Height & Back Rest Adjustment		

**SIGNATURE OF THE TENDERER**

Sl. No.	Specification	Qty.Req
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**NOTE:**

- 1 Please quote the price with make of the items, without make the tender will not be considered.
- 2 The University is eligible for exemption of Central Excise Duty as per Government Notification No: 10/97 Central Excise Dt. 1.3.97. Hence, the item price may be quoted separately (i.e.) unit price & taxes etc; only. The University will be given necessary exemption form for Central Excise. It is also eligible for Customs Duty exemption as per the Government Notification No: 51/96 Customs Dt. 23.06.1996.
- 3 The firm may be quoted the rate as per the tender specification, the rate quoted by the firm will be considered if it is only as per the tender specifications. If there is any deviation of specification from the tender specification, the tender will not be considered.
- 4 The Original tender form should be submitted to this office along with the tender schedule.

**BHARATHIAR UNIVERSITY :: COIMBATORE - 641 046**

Tender No.

Date :

To

The Registrar

Bharathiar University,

Coimbatore - 641 046.

I/We agree to furnish required supplies / services as detailed in the Tender schedule or such portions thereof as you may specify in the Acceptance of Tender in accordance with the General Terms and Conditions governing the contract/ supply order enclosed hereto duly accepted on receipt of the order for the same.

I/We agree to hold this offer open until \_\_\_\_\_and shall be bound to supply/omission/erect the equipment and despatch the same within the specified period.

I/We agree to supply and commission/erect the equipment and complete the whole of the work and hand over to the purchaser within the period of weeks. From the date of receipt of intimation from you regarding acceptance of this tender / receipt of supply order.

Sdignature of the bidder  
with office stamp  
Name & Address

Station :

Date :

**BHARATHIAR UNIVERSITY: COIMBATORE 641 046**

**Schedule For Purchase of 1 No. of Filing Cabinet and 1 No. of Mesh back Executive Revolving chair (Faculty Chair) for the department of Environmental Sciences in Bharathiar University at Coimbatore.**

**TECHNICAL BID**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Mention "Yes" or :No"</b>
1	Whether "Technical" & "Price" bids submitted separately and the respective envelopes superscribed properly.	
2	Whether demand draft of _____/- (Rupees _____only) in favour of NIFT _____ is enclosed as EMD with the tender submitted.	
3	Whether certificate/ document in support of having 2 to 5 years experience in supply of similar items along with a list of organizations (Govt., PSU, reputed MNC's/ organizations) where the contractor is currently providing/provided this kind of items.	
4	Whether Trade License for this kind of jobs enclosed.	
5	Whether copy of pan card enclosed.	
6	Whether copy of othe statutory registration certificates like VAT/Service Tax etc., enclosed [As applicable]	
7	Date of Establishment of organization/company/agency	
8	Whether agreed to abide by all the terms & conditions of this tender	

All above enclosures must be valid (wherever applicable)

**EXACT SAMPLES SHOULD BE DISPLAYED FOR ALL THE TENDERED PRODUCTS DURING THE TECHNICAL BID MEETING.**

**Certifications of the Product:**

**The participating firms should have following certifications.**

- \* **Should be the exclusive dealer for the quoted branded product.**
- \* **Standard warrantly and on field service support for atleast 5 years.**
- \* **ISO 14001:2014 - Environmental Management System.**
- \* **BS OHSAS 18001:2007 - Occupational Health and Safety Assessment Seried.**
- \* **ISO 9001:2015 - Quality Management Systems.**
- \* **ISO 45001:2018 - Occupational Health and Safety.**



- \* **Indian Green Building Council - Gold Standard.**
- \* **BIFMA Certified - Platinum (Business and Institutional Furniture Manufacturer's Association)**
- \* **AIOTA Certificate (All India Occupational Therapists Association).**
- \* **Green Guard Certificate.**
- \* **Company should have more than 5 years of experience in office furniture manufacturing.**
- \* **Company should have past record for supplying the products to the government officers such as ; Bharathiar University, Income Tax Department , Profident Fund Office, Indian Institute of Technology, Life Insurance Corporation Limited etc.,**

**NOTE:**

- 1 Please quote the price with make of the items, without make the tender will not be considered.
- 2 The University is eligible for exemption of Central Excise Duty as per Government Notification No: 10/97 Central Excise Dt. 1.3.97. Hence, the item price may be quoted separately (i.e.) unit price & taxes etc; only. The University will be given necessary exemption form for Central Excise. It is also eligible for Customs Duty exemption as per the Government Notification No: 51/96 Customs Dt. 23.06.1996.
- 3 The firm may be quoted the rate as per the tender specification, the rate quoted by the firm will be considered if it is only as per the tender specifications. If there is any deviation of specification from the tender specification, the tender will not be considered.
- 4 The Original tender form should be submitted to this office along with the tender schedule.

Date:

(Name & Signature of the  
tenderer with seal)

Place:

**6. PERFORMA OF FINANCIAL BID**

**Furniture Items : Purchase of 1 No. of Filing Cabinet and 1 No. of Mesh back Executive Revolving chair (Faculty Chair) for the department of Environmental Sciences in Bharathiar University at Coimbatore.**

Sl. No.	Description	Qty	Price		
			Unit Price in Rs.	Taxes as applicable such as GST	Total price in Rs.
1	Office Filing Cabinet	1 No			
2	Mesh back Executive Revolving Chair (Faculty Chair)	1 No			
Total Amount Rs.					
GST @        %					
Net Amount Rs.					

( Total Rupees in words .....)

Price \*:- Total price should be inclusive of all taxes.

Items quoted must be as per the specifications given in enclosed Annexures

Note : Annexures should be the 3D Photographs and the technical specifications of the items for which quotations are being called for.

Signature of the Supplier .

Date :