



**CENTRAL UNIVERSITY OF RAJASTHAN (CURAJ)**

NH-08, Bandarsindri, Kishangarh, Ajmer (Rajasthan) - 305817  
Tel: 01463-, 238755, Fax: 01463-238722, Website: www.curaj.ac.in

**NOTICE INVITING TENDER**

**Limited Tender Enquiry**

Sealed tenders are invited from the well-established organizations with experience of manufacturing / trading of furniture **for Supply & Installation of Furniture for B.Voc Programme under the DDU Kaushal Kendra (DDUKK) at Central University of Rajasthan**. The description of the products is given at Annexure 'A' and the available samples can also be seen in the University. The bidders must submit the "Technical Bid" as per Annexure 'A' & 'A-1' with two separate Demand Drafts for cost of tender form and earnest money as per details given hereafter in a separate sealed envelope clearly marking on top of the envelope - "Technical Bid For supply and installation of furniture for DDUKK". The "Financial Bid" as per "Annexure B" must be submitted in the separate sealed cover clearly marking on top of the envelope - "Financial Bid for supply and installation of furniture for DDUKK". Both these envelopes along with the cover letter, must be placed in a large envelope, sealed and clearly marked on top - "Tender for Supply and Installation of Furniture for DDUKK". The sealed tender document must reach the following address on and before the last date and time given in the document:

The Registrar  
Central University of Rajasthan  
NH-8 Jaipur-Ajmer, Bandarsindri  
Kishangarh-305817, Dist. Ajmer (Raj).

**Important DETAILS:**

1. Cost of Tender Form (Tender Fee): Rs. 500/- (Rupees Five Hundred only) (Non – refundable)
2. Last Date of submitting Tender Form is 03-01-2017 up to 01: 30 P.M.
3. Tender (Technical Bid) will be opened on 03-01-2017 at 03: 00 P.M.
4. Amount of EMD (Refundable without any Interest): Rupees 8,000 (Rupees Eight Thousand only)
5. Mode of EMD and Tender fee: Bidders should send separate D.D. / Pay Order for (non-refundable) Cost of Tender Form (Tender fee) and EMD (Refundable without any Interest) in favour of Central University of Rajasthan, payable at Kishangarh/ Bandarsindri.




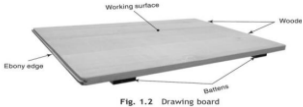
## General Terms and Conditions

1. Sealed quotations as per the tender document for supply & installation of furniture for DDU Kaushal Kendra at Central University of Rajasthan, Bandarsindri, Kishangarh, Ajmer as per description given in Annexure-A must reach the office of the Registrar latest by the date and time given in the tender notice / limited tender enquiry.
2. Tenders shall be submitted in 2 parts: Part A – “Technical Bid” and Part B - “Financial Bid”, The bidders must place and submit the “Technical Bid” as per Annexure ‘A’ & ‘A-1’ in a separate sealed envelope clearly marking on top of the envelop - “Technical Bid For supply and installation of furniture for DDUKK”. Technical Bid part A should contain all technical documents, credentials of the bidder along with tender fee & EMD. The “Financial Bid” as per “Annexure B” must be submitted in the separate sealed cover clearly marking on top of the envelope - “Financial Bid for supply and installation of furniture for DDUKK”. Both these envelopes along with the cover letter, must be placed in a large envelope, sealed and clearly marked on top – “Tender for Supply and Installation of Furniture for DDUKK”. The envelope must be addressed to the Registrar
3. The bidders must submit their bids based on the description and technical specifications of the products given in Annexure A. The bidder must give detailed specifications as per the product being offered. Minor variations in dimensions and sizes as per manufactured product may be considered by the committee appointed by the University. Only if the “Technical Bid” is acceptable to the committee appointed by University to evaluate the tenders, the Financial Bid shall be opened. The technical bid will be opened as per the date and time given in the tender document. The financial bid of only those who qualify will be opened on the time and date to be informed by separately by mail / on phone as provided by the vendor.
4. The rates quoted should be FOR CURAJ, Bandarsindri, Kishangarh, inclusive of all charges viz. packing, forwarding, Installation charges, local taxes, railway freight, transit insurance etc. and free delivery and installation in the premises identified by the University. Taxes and duties should be quoted separately, but should be included in gross price.
5. Losses or damages in transit will be to the account of the supplier. The supplier may if he/she so desires get the goods insured and include such charges in the tendered rate.
6. Compliance as per specification must be clearly indicated on annexure ‘A’ with all technical details/ make and brochures/leaflets.
7. Earnest money will be refunded to all bidders except successful bidder immediately after issue of the purchase order. Earnest money to successful bidder will be returned after receipt of performance security of 5% of Total order amount.
8. Forfeiture of Earnest Money :  
Earnest Money is liable to be forfeited and bid is liable to be rejected, if the bidder withdraws or amends impairs or derogates from the tender in any respect within the period of validity of the tender.
9. Performance Security equivalent to 5% of the ordered value will have to be furnished by supplier within 10 days of the award of contract. Performance Security may be furnished in the form of an Account payee Demand Draft or Bank Guarantee/FDR from a Scheduled bank in an acceptable form, safeguarding the university’s interest in all respects.
10. The undersigned is not bound to accept the lowest tender and may reject any tender or any/ all part thereof without assigning any reason.
11. All the columns of the “Annexure B” attached should be properly filled. The rates and units shall not be overwritten in the price schedule. The rates shall be quoted both in figures and words. The tender should be signed by the authorized signatory of the firm.
12. No payment will be made in advance for any supplies under this tender. The valid documentary proof of Registration of firm/Authorization, Sales Tax, VAT/Service Tax Registration No. & details of Income Tax registration (PAN) should be submitted along with the quotation. The taxes must be quoted clearly and separately. If the taxes are not quoted separately, it will be presumed that the rates quoted are inclusive of taxes.

13. The University reserves the right to verify/seek confirmation of all original documentary evidence submitted by the vender's in support of the tenders, specifications for eligible criteria. In case any information furnished by vender is found false/incorrect the tender will be rejected.
14. Delivery and installation of the items are to be completed within 21 days from the date of confirmed purchase order. If delivery does not happen with 21 days, university reserve right to cancel the PO & will forfeit EMD as well as performance security.
15. Normally the payment shall be made to agency within 30 days from the date of successful installation of equipment & subject to submission of proper Invoice along with warranty and installation certificate duly signed by supplier and concerned official of the University.
16. All legal proceedings, if necessity arises to university may be any of the parties (University Contractor/ Supplier) shall have to be lodged in the courts situated at Kishangarh and not elsewhere.
17. Compliance of all statutory requirements (PF, ESI, Labour Law etc.) will be the sole responsibility of the agency under agreement.
18. Arbitration Clause: If the dispute cannot be settled by mutual discussions within thirty (30) days period, either party may refer the matter to a panel to three arbitrators. Each party shall be the presiding arbitrator. The arbitration proceedings shall be held under the provisions of the arbitration and Conciliation Act, 1996 or any of its subsequent amendments.
19. Last date for submission of tender will be consider the next working day if due to any reason the date of tender is declared as closed holiday for whatsoever reason.
20. Contact persons for enquiry related to technical matters are Ar. Garmia Jindal, Assistant Professor DDU Kaushal Kendra, School of Architecture on 9166932000 and for other matter with Joint Registrar (Finance) on 01463-238591.
21. This tender is floated for procurement of 110 studio chairs, 110 tables, 10 big size tables and 50 drafting boards however quantity may increase/decrease, as per requirement of the University.

Registrar  
Central University of Rajasthan

**Description and Technical Specifications of the Furniture**

Item	General Description and Basic Specifications	Qty. (in nos.)	Detailed Specification of the Bidder based on General Description and Basic Specifications
<p><b>ITEM 1</b> <b>SITTING STOOL</b> <b>(METAL)</b></p> 	<p>Round stool as per sample available with 370 mm round perforated metal jali base fixed in round pipe frame, backrest made up of round pipe frame with app 4 mm square bars and supported on base of adjustable height from 450mm to 600 mm made up of 18 mm round pipe (16 gauge) in powder coated finish black colour. Size and dimensions may vary slightly. Sample is available for inspection in the University.</p>	110 Nos.	
<p><b>ITEM 2</b> <b>WORKING TABLE Type 1</b></p> 	<p>Working Table 900 high made of 900mm X 600mm size table top made of 18 mm thick pre-laminated board with plastic beading pasted on all four edges. Frame made of mild steel pipe with four legs with rubber/plastic foot support and other members 25x25 mm square pipe as per sample available. Metal frame to be powder coated in steel grey colour.</p>	110 Nos.	
<p><b>ITEM 3</b> <b>WORKING TABLE</b> <b>Type 2</b></p> 	<p>Working Table 900 high made of 1500mm X 600mm size table top made of 18 mm thick pre-laminated board with plastic beading pasted on all four edges. Frame made of mild steel pipe with four legs and outer frame of app 37 x 37 mm square pipe with rubber / plastic foot support; two support members on top and other members at bottom made of 25x25 mm square pipe as per sample available. Metal frame to be powder coated in steel grey colour.</p>	10 Nos.	
<p><b>ITEM 4</b> <b>DRAFTING BOARD</b></p> 	<p>Drafting Board of size 24" X 36" made up of soft wooden platens fastened together by two cross plates (battens). A shorter edge of the board carries a hard ebony strip fitted in a groove. This straight ebony edge, perfectly lined up with the edge of the drafting board, provides the guide for the T-square as per sample available.</p>	50 Nos.	

CENTRAL UNIVERSITY OF RAJASTHAN  
(To Be Filled By the Vendor/ Bidder)

1. Name of the quoted items : \_\_\_\_\_
2. Name of the Vendor : \_\_\_\_\_
3. Full Address of the Vendor : \_\_\_\_\_
4. Telephone/ Mobile No and Fax No. : \_\_\_\_\_
5. e-mail : \_\_\_\_\_
6. Details of the D.D. -
  - a. For Tender Fee (Nonrefundable) : D.D. No. \_\_\_\_\_ dated \_\_\_\_\_ drawn from the bank \_\_\_\_\_
  - b. For E.M.D Amount (Refundable without interest) : D.D. No. \_\_\_\_\_ dated \_\_\_\_\_ drawn from the bank \_\_\_\_\_
7. Detail of Registration/Registration Number of bidding firm : \_\_\_\_\_
8. PAN of Bidder/Firm : \_\_\_\_\_
9. Copy of VAT Registration : \_\_\_\_\_
10. Copy of Service Tax Registration : \_\_\_\_\_
11. Year of Experience : \_\_\_\_\_

**Financial Bid**

to be filled by the bidder

Name of Item	Make / Model / Detailed Specifications of the Item	Number of Units	Rate per unit	Total Price
<b>ITEM 1 - SITTING STOOL (METAL)</b>		110		
Add-Any other charges/				
Taxes if any				
Gross. Total				

Name of Item	Make / Model / Detailed Specifications of the Item	Number of Units	Rate per unit	Total Price
<b>ITEM 2 - WORKING TABLE Type 1</b>		110		
Add-Any other charges				
Taxes if any				
Gross. Total				

Name of Item	Make / Model / Detailed Specifications of the Item	Unit Required	Rate per unit	Total Price
<b>ITEM 3 - WORKING TABLE Type 2</b>		10		
Add-Any other charges				
Taxes if any				
Gross. Total				

Name of Item	Make / Model / Detailed Specifications of the Item	Unit Required	Rate per unit	Total Price
<b>ITEM 4 - Drafting Board</b>		50		
Add-Any other charges/or				
Taxes if any				
Gross. Total				

