



INVITATION LETTER

Package Code: TEQIP-III/2019/UP/mmug/170

Current Date: 03-Jan-2020

Package Name: MUTCS04

Method: Shopping Goods

To,

Sub: INVITATION LETTER FOR MUTCS04

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at Annexure I,

Sr. No	Item Name	Quantity	Place of Delivery	Installation Requirement (if any)
1	Chairs with arm rest	200	MMMUT, Gorakhpur	NA
2	Lab Chairs	160	MMMUT, Gorakhpur	NA
3	Faculty Chairs	4	MMMUT, Gorakhpur	NA
4	Faculty Table	3	MMMUT, Gorakhpur	NA
5	Visitor's Chair	21	MMMUT, Gorakhpur	NA
6	Officers Chair Medium	1	MMMUT, Gorakhpur	NA
7	Officers Table L Shape	1	MMMUT, GORAKHPUR	NA
8	Almirah big office	1	MMMUT, Gorakhpur	NA
9	Matrix	8	MMMUT, Gorakhpur	NA

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme [TEQIP]-Phase III** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

3. **Quotation**

- 3.1 The contract shall be for the full quantity as described above.
- 3.2 Corrections, if any, shall be made by crossing out, initialling, dating and re writing.
- 3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit Price.
- 3.4 Applicable taxes shall be quoted separately for all items.
- 3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

- 3.6 The Prices should be quoted in Indian Rupees only.
4. Each bidder shall submit only one quotation.
 5. Quotation shall remain valid for a period not less than **60**days after the last date of quotation submission.
 6. Evaluation of Quotations: The Purchaser will evaluate and compare the quotations determined to be Substantially responsive i.e. which
 - 6.1 are properly signed; and
 - 6.2 Confirm to the terms and conditions, and specifications.
 7. The Quotations would be evaluated for all items together.
 8. Award of contract The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
 - 8.1 Notwithstanding the above, the Purchaser 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.
 - 8.2 *The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be Incorporated in the purchase order.*
 9. Payment shall be made in Indian Rupees as follows:

Payment Description	Expected Delivery Period (in Days)	Payment Percentage
Satisfactory Delivery & Installation	30	80
Satisfactory Acceptance	30	20

10. Liquidated Damages will be applied as per the below:
Liquidated Damages Per Day Min %: 0.01
Liquidated Damages Max %: 10
11. All supplied items are under warranty of **12** months from the date of successful acceptance of items and AMC/Others is .
12. You are requested to provide your offer latest by **15:00** hours on **18-Jan-2020**.
13. Detailed specifications of the items are at Annexure I.
14. Training Clause (if any) **NA**
15. Testing/Installation Clause (if any) **Yes**
16. Certificates of manufactures/authorized dealers/agents must be attached with the quotation.
17. Copy/List of purchase orders of similar equipment/goods supplied to other reputed organizations should be attached with the quotations in support of quoted rates.
18. Should follow Environmental Management System like ISO- 14001:2001 Consistent with the Bidders Environmental Policy. Compliance to Quality Management System like ISO- 9001:200 function effectively by adopting a process approach. Should have adopted Quality, Environment, Health and Safety Policy to meet changing expectations of customers, to use resources in environment friendly manner and to minimise hazards/risks in compliance with occupational health and safety practices.

19. The bidder should not have been blacklisted by central/ state Government/ PSU entity in India or similar agencies globally for unsatisfactory past performance, corrupt, fraudulent or any other unethical business practices as on date of submission of the proposal.
20. The bidder should have a registered number of GST registration certificate from GSTN, where business is located. The bidder should have a registered income tax/ PAN number and must have a clearance status
21. Any deviation from the printed specifications should be clearly mentioned in the offer document by the Bidder.
22. In case the firm decline to offer the specified equipments after receiving the purchase order it will be get blacklisted by the MMMUT and the concerned firm will not be qualify for bidding in future.
23. At least one or more similar nature of work should be executed in any NIT/IIT/Govt. Institutions. Necessary document must be accompanied along with the bid.
24. Successful bidders kindly Provide Performance security @ 10% of the goods cost (where total package cost exceed Rs. 5 lacs), valid for 1 Year
25. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
26. The OEM should have GAC/GRIHA/IAQ certified products.
27. Company shouldn't be blacklisted in recent years.
28. In order to provide better service to institution, the bidder should have local service setup at Gorakhpur
29. The Bidder should have its own in house testing facility complying to BIFMA, SEFA, Green Co Certification standards for the Furniture. Quality Management System as per International Standards. The Bidder shall furnish all such certificates as and when required. The Bidder should be an official member with SEFA prior to this notification and should also have SATARA certificate for storage product.
30. Sealed quotation to be submitted/ delivered at the address mentioned below,
The Registrar, M. M. M. University of Technology, Deoria Road, Gorakhpur – 273010
31. We look forward to receiving your quotation and thank you for your interest in this project.

(Authorized Signatory)

Name & Designation

Annexure I

Sr. No	Item Name	Specifications
1	Chairs with arm rest	Providing & fixing of Chair from ISO 9001:2015, ISO 14001, OHSAS 18000, BIFMA,AIOTA, Certified Manufacturers.seat/back: the seat and back should be made up of injection moulded indoor grade polypropylene compound seat size : 52.5 cm. (w) x 53.2 cm. (d) back size : 51.6 cm. (w) x 40.5 cm. (h) powder coated understructure:the powder coated (dft 50±10 microns) welded tubular frame should be made from 0 2.22 ± 0.03 cm x 0.16 ± 0.0128 cm and 3.5 ± 0.03 cm x 1.5 ± 0.03 cm x 0.16 ± 0.0128 cm mserw tube. shoe : the shoes should be made of indoor grade polypropylene compound and snap fitted with tubular frame. armrest : the armrest should be made of indoor grade polypropylene compound and assembled over the tubular frame.
2	Lab Chairs	Providing & fixing of Chair from ISO 9001:2015, ISO 14001, OHSAS 18000, BIFMA,AIOTA, Certified Manufacturers.TYPE OF CHAIR SEPERATE PLASTIC MOULDED SEAT AND BACK FITTED ON SUPPORT STRUCTURE Seat cushion Without Back Cushion Without Plastic Material POLYPROPELENE ARMS Without arms Seat Width in mm (+/- 5 mm) 530 Seat Depth in mm (+/- 5 mm) 540 Chair Height in mm (+/- 10 mm) 850 Thickness of Polyurethane Foam Used in Seat in mm (+/- 2 mm) No Cushion Density of PU Foam in KG per CuM No Cushion GSM/Thickness of Fabric (Gram per Sq Meter)N.A Thickness of Polyurethane Foam Used in Backrest in mm (+/- 2 mm) No cushion Support / Under Structure Mild Steel Pipe of diameter 25 mm and wall thickness 1.1 mm minimum Support Structure Finishing Powder coated Stability of the Chair Conforming To IS 5416 (Part 2) Strength of the Chair Conforming To IS 5416 (Part 1) Maximum Ash Content is Not more than 1% in Conformity test as per Annex D of IS: 14887 (Latest) Complied that Ash content is less than 1% UV Resistance Test - % of Tensile strength retention after 192 hours exposure as per ASTM D2562 -99 Table 1- Cycle Number 2 is more than 50 % Complied Minimum 50% tensile strength retained after exposure as per test Support / Under Structure Support Structure Finishing Powder coated CERTIFICATIONTest reports to be furnished to buyer on demand YES MISC Colour Blue,RED,YELLOW Colour / Pattern of Fabric for Seat and Backrest Cushion As per Buyer's
3	Faculty Chairs	Providing & fixing of Highback Chair from ISO 9001:2015, ISO 14001, OHSAS 18000, BIFMA,AIOTA, Certified Manufacturers.BIFMA LEVEL 2 CERTIFICATION MODEL seat/back assembly: the cushioned seat should be made of injection molded plastic outer & inner. plastic inner should be upholstered with stitched cover and moulded high resilience polyurethane foam of density 45±2 kg/m3,and hardness load 16 ± 2 kgf for 25% compression.the stitched cover should be made from spacer fabric and leatherette. cushioned back should be made of pu foam with insitu molded ms e.r.w round tube of size 1.9±0.03cm x 0.16 ±0.0128cm. it upholstered with spacer fabric and leatherette.seat size : 47.0 cm. (w) x 48.0 cm. (d) back size : 45 cm. (w) x 75.5 cm. (d) armrests the armrest top should be moulded from polyurethane(pu) and mounted on to a drop lift adjustable type tubular armrest support made of 03.81±0.03 cm x 0.2±0.01 cm thk ms e.r.w tube. the armrest height adjustable up to 6.5±0.5cm in 5 steps.the armrest structure should be powder coated (dft 40-60 micron).active bio-synchro mechanism (fu3401/3402): the adjustable tilting mechanism should be designed with the

		following features: • 360° revolving type. • front-pivot for tilt with feet resting on ground and continuous lumbar support ensuring more comfort. • tilt tension adjustment can be operated in seating position. • 5-position tilt limiter giving option of variable tilt angle to the chair. • seat/back tilting ratio of 1: 2 • the mechanism housing should be made up of hpdc aluminium black powder coated. • seat depth adjustment seat depth adjustment should be integrated in the seat through a sliding mechanism. • seat depth adjustment range should be of 6.0±0.5 cm. • adjustable back support back frame should be connected to the up/dn mechanism housed in plastic t spine. it can be adjusted in the range of 7.42±0.5 cm for the comfortable back support to suit individual need. • pneumatic ht. adjustment the pneumatic ht adjustment has an adjustment stroke of 10.0±0.3 cm. 9) twin wheel castor : 5 nos. twin wheel castors should be injection moulded in plastic having 6.0±0.1cm wheel diameter and assembled to pedestal.
4	Faculty Table	Providing & fixing of Table from ISO 9001:2015, ISO 14001, OHSAS 18000, BIFMA,AIOTA, Certified Manufacturers.Enterprise 1650 Table with CPU Hanger size shall be 1650 Width mm x 750 Depth mm x 728 Height mm . Top shall be 18 mm thick Pre laminated particle board all work surface edges shall be having duly sealed with 2 mm thick PVC edgebanding. Understructure Modesty Panel 18 mm thick Pre laminated particle board . The Rectangular frame shall be fabricated component in 1.2 mm thick CRCA , Finish : powder Coat(epoxy polyster) . Leg shall be fabricated component in 38 mm x 25 mm 1.2 mm thick MS ERW ATube ,finish powder coat (epoxy polyster).The plastic cap for cable travel shall be injection moulded polypropylene and leveler glide for shall be nylon 6 & MS bolt. The storage shall be having shell and drawer tray 0.6 mm thick CRCA Finish powder coat (epoxy polyster) plus the drawer front shall be 0.8 mm thick CRCA Finish powder coat (epoxy polyster) plus lock with 10 lever and handle and leveller. The wire management shall be horizontal wire carrier 0.7 mm thick CRCA Finish powder coat (epoxy polyster) and vertical wire carrier 0.8 mm thick CRCA Finish powder coat (epoxy polyster) .
5	Visitor's Chair	Seat/back assembly: the seat made from 1.2 ±0.1cm. thk. hot pressed plywood measured as per qa and back should be injection moulded from black co-polymer polypropylene upholstered with fabric and moulded polyurethane foam together with seat and back covers. the back foam should be designed with contoured lumbar support for extra comfort.seat size: 45.0cm(w) x 42.0cm.(d) back size: 39.0cm(w) x 38.0cm.(h)seat i back covers: the seat and back covers should be injection moulded in black co-polymer polypropylene.high resilience (hr) polyurethane foam: the hr polyurethane foam should be moulded with density = 45 +/-2 kg/m3 and hardness load 16 ± 2 kgf for 25% compression. fixed type mechanism: the fixed type mechanism should be without back tilt. tubular frame: the tubular frame should be made up of 0 2.54 ±0.03cm. x 0.2 ±0.016cm.thk. m.s. e.r.w. tube and black powder coated (dft 40-60 microns
6	Officers Chair Medium	Providing & fixing of Highback Chair from ISO 9001:2015, ISO 14001, OHSAS 18000, BIFMA,AIOTA, Certified Manufacturers.BIFMA LEVEL 2 CERTIFICATION MODEL .SEAT ASSEMBLY : The Cushioned seat should be made of Injection molded Plastic outer & inner. Plastic Inner should be upholstered with leatherette and moulded High Resilience (HR) Polyurethane foam of Density 45±2 kg/m3,and hardness load 16 ± 2 kgf as per IS:7888 for 25% compression. Seat SIZE : 47.0 cm. (W) x 48.0 cm. (D) BACK

		ASSEMBLY: The Cushioned back should be made of PU Foam with insitu molded MS E.R.W Round Tube of size $1.9 \pm 0.03 \text{ cm} \times 0.16 \pm 0.0128 \text{ cm}$. It upholstered with Leatherette. BACK SIZE: 47.7 cm. (W) x 76.4 cm. (D) ARMRESTS : The armrest top should be moulded from polyurethane(PU) and mounted on to a drop lift adjustable type tubular armrest support made of $03.81 \pm 0.03 \text{ cm} \times 0.2 \pm 0.01 \text{ cm}$ thk M.S. E.R.W tube having chrome plated finish. The armrest height adjustable up to $6.5 \pm 0.5 \text{ cm}$ in 5 steps. ACTIVE BIO-SYNCHRO MECHANISM : The adjustable tilting mechanism should be designed with the following features: • 360° revolving type. • Front-pivot for tilt with feet resting on ground and continuous lumbar support ensuring more comfort. • Tilt tension adjustment can be operated in seating position. • 5-position Tilt limiter giving option of variable tilt angle to the chair. • Seat/back tilting ratio of 1: 2 • The mechanism housing should be made up of HPDC Aluminium black powder coated. SEAT DEPTH ADJUSTMENT : Seat depth adjustment should be integrated in the seat through a sliding mechanism. Seat depth adjustment range should be of $6.0 \pm 0.5 \text{ cm}$. ADJUSTABLE BACK SUPPORT: Back Frame should be connected to the Up/Dn mechanism housed in Plastic T spine. It can be adjusted in the range of $7.42 \pm 0.5 \text{ cm}$ for the comfortable back support to suit individual need. PNEUMATIC HT. ADJUSTMENT: The pneumatic ht adjustment has an adjustment stroke of $10.0 \pm 0.3 \text{ cm}$. PEDESTAL ASSEMBLY: The pedestal should be High Pressure Die cast polished Aluminium and fitted with 5 nos. twin wheel castors. The pedestal should be $65.0 \pm 0.5 \text{ cm}$. pitch-center dia. ($75.0 \pm 1.0 \text{ cm}$. With castors.) TWIN WHEEL CASTORS: The twin wheel castors should be injection moulded in black PP having $6.0 \pm 0.1 \text{ cm}$ wheel Diameter.
7	Officers Table L Shape	Providing & fixing of Table from ISO 9001:2015, ISO 14001, OHSAS 18000, BIFMA, AIOTA, Certified Manufacturers. Ascent Desk With ERU LHS size shall be 2100 Width mm x 1600 Depth mm x 765 Height mm .The main top shall be of Particle board (Melamine Finish) 1800 x 795 mm. The top shall be 25 mm thick plus 15 mm frame and 2 mm PVC lipping on top .Also there shall be 0.35 mm PVC lipping on frame. The Modesty panel shall be 1100 x 405 x 46 mm thick particle board (Melamine Finish) with 0.35 mm thick PVC lipping. The Drawer Front shall be of size 500 x 170 x 16 mm thick Particle board (Melamine Finish) with 0.35 mm thick PVC lipping. The KBPT shall be 578 W x 284 D x 16 mm with 0.35 mm Thick PVC lipping. The ERU shall have all panels of 16 mm thick Particle board (Melamine Finish).
8	Almirah big office	Providing & fixing of Almirah from ISO 9001:2015, ISO 14001, OHSAS 18000, BIFMA, AIOTA, Certified Manufacturers. Storwel plain shall have an overall size of 916mm(W)x486mm(D)x1980mm(H) with welded construction. It should have the shelf thickness of 0.7 mm, Back thickness of 0.8mm, Door thickness of 0.8mm (high yield strength) and all other components shall have a thickness of 0.9mm. These components shall be made of CRCA 'D' grade high yield strength as per IS:513. The Storwel Plain should have a Mazak handle and Three way locking mechanism with Shooting Bolts. It should have a height wise adjustable shelf mounting which shall have a Uniformly Distributed Load Capacity of max 40 Kg. It should also have a M10 Screw type Leveller with Hex plastic base. The finishing shall include Epoxy powder coated to the thickness of 50 microns (+/- 10). Plenty of colour options and shelving options shall be available. There shall be 5 loading levels in storewel plain.
9	Matrix	Style with arm and backrest Seating Capacity (Nos) 3 Material of Main Frame M S ERW tube Material of Seat and Backrest Mild Steel Material of Arms MS ERW TUBE Material of Legs MS ERW TUBE Overall Length in mm ($\pm 10 \text{ mm}$)

		1700 Overall Depth in mm (±5 mm) 640 Overall Height in mm (±5 mm) 760 Conforming to International Standard for Public Seating (*BIFMA X 5 dot 4 or equivalent) YES DIMENSION Overall Length in mm (±10 mm) 1700 Overall Depth in mm (±5 mm) 640 Overall Height in mm (±5 mm) 760 Seat Height from Floor in mm (±5 mm) 440 mm Thickness of material of Seat and Backrest (mm) 1.2 mm
--	--	--

FORMAT FOR QUOTATION SUBMISSION
(In letterhead of the supplier with seal)

Date: _____

To: _____

Sl. No.	Description of goods \ (with full Specifications)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex-Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Sales tax and other taxes payable	
						In %	In figures (B)
Total Cost							

Gross Total Cost (A+B): Rs. _____

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

We confirm that the normal commercial warranty/ guarantee of _____ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

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

Signature of Supplier

Name: _____

Address: _____

Contact No. _____