

# **JAMIA HAMDARD (UNIVERSITY)**

**HAMDARD NAGAR, NEW DELHI – 110062**

## **TENDER DOCUMENT**

**FOR**

**THE SUPPLY OF WOODEN TABLES AND  
CHAIRS FOR THE DEVELOPMENT OF SKILLS  
LAB. FOR PARAMEDICAL SCIENCES, (HIMSR)**

**Issued to : -----**

**-----**

**Name and signature of issuing officer**

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH (HIMSR)  
JAMIA HAMDARD, HAMDARD NAGAR  
NEW DELHI-110062**

**NOTICE INVITING TENDER**

**Sealed item rates tenders are invited from the Manufacturers / Authorized agencies for the supply of Skills Lab. furniture for the department of Paramedical Sciences (HIMSR)**

**The agencies may obtain the tender form during all working days upto 12.12.2016 from the Finance Section. The tenders will be opened in the presence of the tender opening committee member and bidders on 13.12.2016 at 3.30 PM.**

- 1- Estimated Cost:- Rs. 2,65,000.00**
- 2- Earnest Money:- Rs. 6,000.00 ( In favour of Jamia Hamdard)**
- 3. Tender Cost :- Rs. 400.00 (Non-refundable)**
- 4. Completion time:- 20 days from the issue of supply order.**

**Dean (HIMSR)**

**JAMIA HAMDARD**  
**(Hamdard University)**  
**Hamdard Nagar, New Delhi-110062**  
**TENDER DOCUMENT**

**(JH/Engg. Deptt./Tender/01/2016/ )**

The Jamia Hamdard is involved in Research & Development activities and Teaching. The University, therefore requires the Wooden Tables & Chairs for the Department of paramedical students (Skills Labs.)

1. The Company should be registered with sales Tax Authorities.
2. The Rates will be valid for a minimum period of 90 days.
3. There will be no change in price structure during the period of contract except other statutory levies as made applicable by the Govt, through notifications/regulations changes.
4. Price should be FOR delivery at site department of Paramedical Sciences.
5. The items shall be supplied within 20 days (twenty days) from the date of issue for work/supply order, either direct or through dealer, failing which penalty of Rs. 1000/- per day may be imposed and recovered from the running bills of the Company.
6. The items, so supplied will have to be as per the given specification and grade and during the inspection/test of these items if they are found to be of inferior quality, the same are to be replaced by the Company at their own cost within the stipulated periods, failing which the Company will be liable for cancellation. Delayed supplied/non-compliance of complete order may also lead to cancellation of order.
7. If the supplier fails to execute/supply the awarded works within the stipulated period, the University reserves the right to forfeit the Earnest/Security money without assigning any reason.
8. If the Company fails to deliver the material within the delivery period, as the purchaser may procure such items as deemed appropriate for, then the Company will be liable to pay the purchaser for any excess costs incurred for procurement of goods or services not delivered in time.
9. The University reserves the right to enter into parallel Rates Contract for similar items during the period of Rate Contract with one or more parties.
10. The University also reserves the right to test the material for their quality if it so desires.
11. Maximum discount, taxes and other levies are to be specified clearly in words & figures in the bid.
12. The payment will be made after the satisfactory supply of the items in good condition.
13. Jamia Hamdard will deduct an amount of 0.25% from all the bills for "Jamia Hamdard Relief and Welfare Fund".
14. The Security money @ 5% will be deducted from the total value of the supply order and the same will be released after the defects & liability period of six month from the date of supply.
15. The Tenderer whose near relatives/blood relations are employed at Jamia Hamdard need not apply, and the same will not be considered.
16. The Institute does not bind itself to accept the lowest tender and reserves the right for accepting and tender or to reject any or all tenders and also to reduce or enhance the quantity and period of order according to departmental requirement without assigning any reason.

17. The decision of the University will be final in case of any dispute arising in implementation of the terms of the contract.
18. TAN/PAN and Sale tax/VAT certificate should be attached with the tender documents.
19. The manufacturer/supplier should submit the list of Universities/Govt. organizations/Institutions to whom supplier were made earlier.
20. Correction in the tender if any should be initialed otherwise the tender will be rejected at the time of the opening; the rates should be quoted in figures and in words as well.
21. No extra payment like carriage freight, loading and unloading, storekeeping, packing, forwarding etc. will be paid.
22. Income tax at source will be deducted from the running bill of supplier from the passed amount as per instruction of Income Tax Department.
23. The Institute takes no responsibility for delay or non-receipt of tender documents sent by post either way and also reserves the right to accept or reject any or all the tenders in part or full without assigning any reason thereof.
24. In case the date of opening of tender is declared as Public Holiday, the tender shall be opened on the next working day at the same time.
25. Late and delayed tenders shall not be considered and may be returned unopened to the bidder.
26. Tenders not in proper sealed cover or received telegraphically or by fax will not be entertained.
27. Conditional tenders will be rejected without assigning any reason.
28. The price to be given in the tender are fixed prices, irrespective of rise in materials prices and increase in taxes etc., till the delivery of the overall consignment. No request in regard to increase in the price will be entertained after the submission of the tender.
29. The tenderer has to certify that these terms and conditions are acceptable to him.
30. All legal disputes, arising if any, would be settled under jurisdiction of Delhi court.
31. The University may ask for providing samples of the items quoted or a duly constituted committee of the university may visit the premises of the participating companies to assess the quality of the goods quoted by the firm.

**Dean (HIMSR)**

The above terms & conditions are accepted.

Signature.....

Name.....

Designation.....

Company Seal.....

**JAMIA HAMDARD**  
**(Hamdard University)**  
**Hamdard Nagar, New Delhi-110062**  
(Tender No.: JH/Engg. Deptt.(Civil)/01/10.09.2016)

**TENDER APPLICATION FORM**

Cost of Tender Documents : 400.00 (Non-refundable)

Tender form for : Supply of wooden tables & chairs for the  
Development of Skills Lab. Paramedical  
sciences (HIMSR)

Date of Submission of Tender : 12-12-2016 up to 3:00 P.M. (Purchase  
Section, tender box)

Date of opening of Tender : 13-12-.2016 at 4:00 P.M. (Dean HIMSR  
office)

Delivery period : 20 days from the issue of supply order

Tender Document Fee : DD/Receipt No-----Dated-----for  
Rs.------(Rs.-----)

**VENDOR DETAILS**

1. Name of Firm/Company : -----  
2. Authorized person : -----  
3. Address : -----  
-----  
Telephone (s) -----  
Fax : -----Mobile-----  
E-mail -----

4. Income Tax No. /PAN No. : -----  
5. Sales Tax No./TIN No. : -----  
6. Experience Certificate : -----  
(Attached photo copy)

7. Earnest Money Rs. 6,000.00(EMD) : DD/Banker Cheque No-----Dated ----for  
Rs.------(Rs.-----)  
Bank-----

I/We agree to abide by the terms and conditions of the contract as laid down under Tender No. JH/Engg. Deptt.(Civil)/02/--.11.2016)

Signature.....  
Name.....  
Designation.....  
Company Seal.....

**JAMIA HAMDARD**  
**(Hamdard University)**  
**Hamdard nagar, New Delhi-110062**

**Bill of Quantities (BOQ)**

Name of Work: Supply of Wooden Tables and Chairs for the Development of Skills Lab. for the Department of Paramedical Sciences, HIMSR at Basement floor of New Hospital Block.

S. No.	Details of Item	Qty.	Unit	Rate	Amount
1.	Providing and supplying of wooden table of size (L) 3750mm width 1250mm and height 800mm. The 25 mm thick top of the table should be ply board (commercial) of Green/Duero/century with lamination of 1.0 mm thick of approved brand/make Green lam/Merino. The lags of the table to be fabricated with first class Marandi/chap wood of size 65X65mm thick and frame of the table to be fabricated 50mmx20mm thick hard wood with 25mmx15mm teak wood molding, foot rest and complete with polishing in natural shade and as per approved sample.	10	Each		
2.	Providing & supply of revolving chairs having center tilt Mechanism with Tilt Locking and upright position lock facility designed with :360 degree revolving type with seat height adjustment knob and tilt tension adjustment Chair should have pneumatic height adjustment with pneumatic gas lift. <b>BASE:</b> 640 mm Nylon/PVC base 5 Nylon/PVC castors with embedded metal rings and Ribs. The base can sustain 400 kg static pressure. <b>GAS COLUMN:</b> 100 mm Stroke Gas Operated BIFMA Standard. 100000 times up and down <b>TILTING MECHANISM:</b> UPAND DOWN AND REVOLVABLE. Push back <b>Mechanism.</b> <b>ARMS:</b> Adjustable Arms.  <b>SEAT and BACK:</b> Medium Back Chair Made of 12mm thick plywood with waterfall curvature with t (ST Nut) and High density foam. Hot pressed plywood and polyurethane foam upholstered with foam laminated polyester mesh fabric and covered at bottom with injection molded poly-propylene seat cover. The back is injection molded nylon and is upholstered with high tenacity mesh fabric and cost of fabric not less than Rs. 150.00 per meter The backrest has a ploy-propylene cover. PU: High quality durable PU .1.0mm Thickness.	20	Each		
	Cost of items inclusive of all taxes				

Signature.....

Name.....

Designation.....

Company Seal.....

