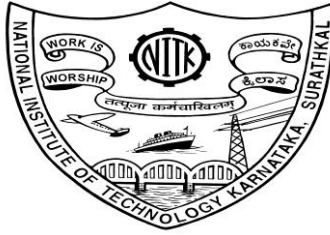


NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

DEPARTMENT OF CIVIL ENGINEERING
 POST SRINIVASNAGAR, MANGALORE – 575 025 (D K)
 Phone: (0824) 2474000. Fax: (0824) 2474033
 E- mail: info@nitk.ac.in Website: <http://www.nitk.ac.in>



NOTICE INVITING QUOTATION

Notification. No: **NITK/Almn/CSR/Project/2022/VJ/03/03**

Dated: **08-03-2023**

Name of Goods	Office tables, revolving chairs and steel almirah
Estimated Amount:	INR 40,000/- (Inclusive of applicable GST)
Time for Supply of item after release of Purchase order	10 Days
Document Download / Sale Start Date	09-03-2023, 05.00PM
Clarification Start Date	09-03-2023, 05.00PM
Clarification End Date	15-03-2023, 03.00PM
Bid Submission Start Date	09-03-2023, 05.00PM
Last Date for submission of bids	17-03-2023 before 3.00 PM
Bid Opening Date	On or after 18-03-2023 3.00 PM
Address for Submission of bids	Department of Civil Engineering NITK, Surathkal Contact Person: Dr. J Vijaya Vengadesh Kumar Contact Number: 0824 247 3041



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Dated: **08-03-2023**

NOTICE INVITING QUOTATION (NIQ)

The National Institute of Technology Karnataka, Surathkal (in short – NITK, Surathkal) is an Institute Of National Importance Under Ministry of Education Govt of India, imparting Technical Education and engaged in Research Activities. It is proposed to procure the items for the departmental academic/research activities.

Sealed Quotations as per the Price Schedule given in this NIQ are invited for the following items subject to the terms and conditions, from the reputed manufacturers or its authorised dealers so as to reach on or before scheduled date and time. The quotations in the firm's Business letter head should be address to the "Director, NITK, Surathkal". The envelope shall be superscribed with the Quotation Notification Number and the Name of the Goods for which quotation is submitted.

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Sd/-
HOD

Note: Institute shall not be responsible for any postal delay about non-receipt /non-delivery of the bids or due to wrong addressee.

SECTION-1
Terms and Conditions

1. The rates should be quoted for preferably FOR destination from supply within India.
2. The bidder shall indicate the excise duty exemption for the goods if applicable.
3. The rate quoted should be on unit basis. Taxes and other charges should be quoted separately, considering exemptions if any. The rate should be quoted in INR only
4. Rate quoted should be inclusive of Testing, commissioning and Installation of equipment and Training.
5. Payment: No advance payment will be made. Payment will be made only after the supply of the item in good and satisfactory condition and receipt of performance security by supplier.
6. Guarantee/Warranty period should be specified for the complete period should be specified in section 3 of this tender document.
7. Period requirement for the supply and installation of item should be specified in section 3 of this tender document.
8. In case of dispute, the matter will be subject to Mangalore Jurisdiction only.

SECTION-2
SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS
[To be filled up by the Department / Centre of NITK, Surathkal]

Item(s) Name to be Procured : Office tables, revolving chairs and steel almirah

Brief Specifications of the Item(s)
(Attach Additional Sheet if necessary) : Additional sheet attached

Quantity : **Office Table – 3 Nos.**
Revolving chairs – 3 Nos.
Steel Almirah – 1 no.

Any other details / requirement : Free delivery and Installation should be done by the supplier.

Warranty Period required : 01 Year

Delivery Schedule expected
after placement of Purchase order
(in Days) : 10 Days

SECTION 3
PRICE SCHEDULE

[To be used by the bidder for submission of the quotation]

-
1. Item Name :
 2. Specifications
(Conforming to Schedule of requirements
Enclose additional sheets if necessary) :
 3. Currency and Unit Price :
 4. Quantity :
 5. Item Cost (Sl No. 3 * Sl. No. 4) :
 6. Taxes and Other Charges :
(i) Specify the type of taxes and duties
in percentages and also in figures.
(ii) Specify Other Charges in figures.
 7. **Warranty Period** :
(Conforming to the Schedule of requirements)
 8. Delivery Schedule :
(Conforming to the Schedule of requirements)
 9. Name and address of the Firm for
placing purchase order :
 10. Name and address of Indian authorized
agent (in case of imports only) :

Signature of the Bidder: _____

Name and Designation: _____

Business Address : _____

Place:

Date:

Seal of the Bidder's Firm

SECTION 4
CONTRACT FORM

[To be provided by the bidder in the business letter head]

1. (Name of the Supplier's Firm) hereby abide by the delivery schedule mentioned in this document for supply of the items if the purchase order is awarded.
2. The item will be supplied conforming to the specifications stated in this document without any defect and deviations.
3. Warranty will be given for the period mentioned in this document and service will be rendered to the satisfaction of NITK, Surathkal during this period.

Signature of the Bidder: _____

Name : _____

Business Address : _____

Place :
Date :

Seal of the Bidder's Firm

Technical Specifications

Item Name : **Office tables, revolving chairs and steel almirah**
Quantity : **Office Table – 3 Nos., Revolving chairs – 3 Nos., Steel Almirah – 1 no.**
Warranty Period : **1 year**

Detailed Technical Specification		
SI No	Description	Specification
1	Office Table	4'×2' size, drawer and cupboard with lock and keys, wooden table with adequate stiffener to avoid long term deflection, good finish, scratch resistant top surface, antifungal
2	Revolving Chair	Revolving, wheeled, stainless steel frame, hydraulic height adjustable, back adjustable, with fibre/plastic arm rest, air vent, sweat resistant, antifungal
3	Steel Almirah	Steel almirah with 5 levels of storage, minimum 3'×1.5' storage area in each level, completely painted, no partition in any level, handle, lock and keys, steel sheet gauge thickness of 1 mm or higher
4	Warranty	Free delivery and installation in good condition. Replacement warranty of 1 year for any manufacturing defects and 1 year of onsite service warranty on accidental damage.
	Required documents, printed technical data sheet, White paper and Brochure to be attached.	