



Women Institute of Technology, Sudhowala, Dehradun, New Uttarakhand
Technical University campus P.O. Sudhhowala Premnagar Dehradun

INVITATION LETTER

Package Code: TEQIP-III/2019/UK/wits/163
Package Name: WIT/CSE New LAB Furniture/001

Current Date: 06-Sep-2019
Method: Shopping Goods

To,
ALL

Sub: INVITATION LETTER FOR WIT/CSE New LAB Furniture/001

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	FURNITURE FOR COMPUTER LAB*	1	WIT Sudhhowala, Dehradun	YES

* With networking and electrical work

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 **90**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 Acceptance	30	100

10. Liquidated Damages will be applied as per the below:
Liquidated Damages Per Day Min %: N/A
Liquidated Damages Max %: N/A
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 **04:30** hours on **25-Sep-2019**.
13. Detailed specifications of the items are at Annexure I.
14. Training Clause (if any) **NA**

15. Testing/Installation Clause (if any) **yes**
16. Performance Security shall be applicable: **0%**
17. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
18. Sealed quotation to be submitted/ delivered at the address mentioned below, **Women Institute of Technology, Sudhowala, Dehardun, New Uttarakhand Technical University campus P.O. Sudhhowala Premnagar Dehardun**
19. We look forward to receiving your quotation and thank you for your interest in this project.

(Authorized Signatory)

Name & Designation

Annexure I

Technical Specification for modular computer center

1A. Work Surface Top Size 900mm x 600mm : Should made of minimum 25mm thick edge banded particle board with minimum 0.7mm decorative laminate on the top & minimum .6mm balancing laminate on unexposed face and having all exposed edges sealed with PVC edge banding tape. The worktop shall be supported with cantilever brackets made of MS Steel duly powder coated. Work surface shall be provided with wire manager to carry wires from the bottom complete as per salient features, Specification drawing & directions of the Engineer –in-charge.

1B. Panel Based front Partition System having 2 different levels of raceways

Modular partition system 1050mm ht. made of minimum 60 mm thick aluminum having two separate race way for lying electrical & computer wiring. The wire management shall be through to the race way to be filled at bottom and other in intermediate of partition, below of work surface.

The partition should comprise of following components:

S.No	Component	Specification in MM
1	Side Cover	60 W x 1.45 thick
2	Top Cover	57.5 W x 1.1 thick
3	Mid Bar	57.5 W x 1.1 thick
4	Raceway Bottom	57.5 W x 1.1 thick
5	Raceway Top	57.5 W x 1.4 thick
6	Raceway	120.2 W x 1.5 thick
7	Raceway Hook	ABS Black
8	Wire hanger	ABS Black
9	Mid Bar cap	ABS Black

The connection L,T,+ should be made through an aluminum square of 60.5 mm in 1.4mm mm thick. The square section should have a bottom leveler plate of Zinc die cast and should accommodate End trim(PVC) to cater +', -' and T' type of configurations in desired color.

The top of the square should be covered with a square cap made of PVC. All the end trims of the partitions should be provided with a decorative colored Plastic Beeding inserted in to the powder coated aluminum sections in order to enhance its look.

All aluminum section / component should be epoxy powder coated as per IS:_ 733:1983 or higher.

Laminated / Marker region should made of 4mm Prelam MDF Board. Fabric magnetic region should be made 4mm plain MDF with .63mm G.I. Sheet with fabric wrapped on both side. Fabric

Pin-Up board should be made of high quality 12mm Pin-Up board wrapped with fabric Polyester 340grm/line Mtr on both sides.

Raw material

The Supplier should use raw material from the following approved Brand

1. Boards (Prelam /MDF/ Flex) : Marino , Asis, Action.Tesa or equivalent
2. Fabric :Responseor equivalent.

Note: In all the workstations the main span should be minimum 60mm thick and the side privacy separator /Partition should be minimum 32mm thick. They should be joined/ connected together by means of screw less interlocking of Mail & female Aluminum extruded section / pole in order to give the entire system a complete concealed and esthetically neat look.

Panel Based side Partition Systems (32mm thick)

Modular partition system 1050mm ht. made of 32 mm thick aluminum without raceway for lying electrical & computer wiring. The wire management shall be through to the race way to be filled at bottom and other in intermediate of partition, below of work surface.

The partition should comprise of following components:

S.no	Component	Specification	S.no	Component	Specification
1	Top Cover		6	Raw Board	MDF 4mm thick
2	Side Section	32.20 W X 1.2mm thick	7	Rubber	9mm thick
2	Mid Bar	32.20 W X 1.2mm thick	8	Fabric	Polyester 340grm/line Mtr.

All Aluminum Section should be alloy 63400

All Sharpe corners removed with minimum 0.30mm Radius

The connection L,T,+ should be made through an aluminum square of 32.20 mm in 1.4mm mm thick. The square section should have a bottom leveler plate of Zinc die cast and should accommodate End trim (PVC) to cater +', -' and T' type of configurations in desired color.

The top of the square should be covered with a square cap made of PVC. All the end trims of the partitions should be provided with a decorative colored Plastic Beeding inserted in to the powder coated aluminum sections in order to enhance its look.

All aluminum section / component should be epoxy powder coated as per IS:_ 733:1983

Laminated / Marker region should made of 4mm Prelam MDF Board. Fabric magnetic region should be made 4mm plain MDF with .63mm G.I. Sheet with fabric wrapped on both side. Fabric Pin-Up board should be made of high quality 12mm Pin-Up board wrapped with fabric Polyester 340grm/line Mtr on both sides.

Raw material

The Supplier should use raw material from the following approved Brand

1. Boards (Prelam /MDF/ Flex) : Marino , Asis, Action.Tesa or equivalent
2. Fabric :Responseor equivalent.

Note : In all the workstations the main span should be 60mm thick and the side privacy separator /Partion should be 32mm thick. They should be joined/ connected together by means of screw less interlocking of Mail & female Aluminum extruded section / pole in order to give the entire system a complete concealed and esthetically neat look.

1C. Key Board Tray : Providing and fixing post formed key board trays of size 600 x 350mm made out of 25mm thick particle board with decorative laminate on top having .6mm balancing lamination on the unexposed face in workstations in approved color and texture as per salient technical features,

1D. CPU Trolley : Providing & fixing CPU trolley made of size 220 x 250 x 250mm having adjustable width and lockable castors at base, made of 1.60mm thick steel balancing laminate complete as per salient technical features,

STUDENT CHAIR:

Static visitor chair with Polypropylene injection molded back frame of size 460 mm Height and 470 mm width. Knitted with nylon mesh fabric of minimum 600 GSM, The Arms should be Polypropylene injection die molded and should be affixed to the seat and back with Allen Bolts from a reputed manufacturer. Understructure should be a cantilever type frame made of Cold Rolled Steel with minimum 25.4 mm x 1.2 mm round pipe, The Pipe should be pretreated and powder coated with 5 step tank treatment. The powder coating should be minimum of 50 microns. The frame should be fitted with nylon buffers at the bottom to resist scratches on the floor. Seat should be constructed with minimum of 14 mm thick hot pressed plywood upholstered with 40 +/- 2 Kg/ density polyurethane foam with 55 mm thickness, and should have a size of 480 mm width and 520 mm depth. Overall Dimensions of the chair - Seat height 460 mm, total height 910 mm, arm to arm width 590 mm.

STUDENT TABLE :

Table Top Size 4 ½ 'x 20" x 2 ½ ' (Two Students) – 14 Nos

Table Top Size 7 'x 20" x 2 ½ ' (Three Students) – 141 Nos.

Top minimum 25 mm MDF Board with PVC edge banded tape. Wire management facility. Legs round pipe duly Powder Coated, back & side covered with perforated metal modesty duly powder coated . The powder coating should be minimum 50 microns.

Note : All the electrification (with material), Networking (with material), split ac 2 tons -04 nos. with complete installation, carpeting for Computer center with blinds on windows work done by the supplier,

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. _____