

# INDIAN INSTITUTE OF TECHNOLOGY GOA

At Goa Engineering College Campus

Farmagudi, Ponda, Goa 403401

E-mail: [purchase@iitgoa.ac.in](mailto:purchase@iitgoa.ac.in)

GSTIN: 30AABAI1653D1ZF

PAN: AABAI1653D

TAN: BLRI08261B

Enquiry No: IITGOA/2020-21/007

Date: 24/07/2020

IIT Goa invites sealed quotations in two bid form for the supply of below mentioned item.

Sl. No.	Description of Item	Qty
1	Executive Chair (Detail specifications is attached)	11 Nos.
2	Visitor Chair (Detail specifications is attached)	22 Nos.
3	Executive Table (Detail specifications is attached)	11 Nos.

## **Terms & Conditions**

1. Quotation must be valid for at least 90 days.
2. The GSTIN should invariably be mentioned in your offer.
3. Kindly attach a compliance certificate along with the technical quote.
4. Prices:

### **I) For Import Supplies:**

- a) It is mandatory to quote prices in FOB basis only.
- b) In case of multiple options of same product, bidders are requested to quote only one best option and not multiple options.
- c) Payment terms: 90% payment by letter of credit and balance 10% will be paid by wire transfer after satisfactory installation and commissioning.

### **II) For Indigenous Supplies:**

- a) In case of multiple options of same product, bidders are requested to quote only one best option and not multiple options.
- b) Payment terms: Within 30 days after the delivery and installation of the item at IIT GOA.

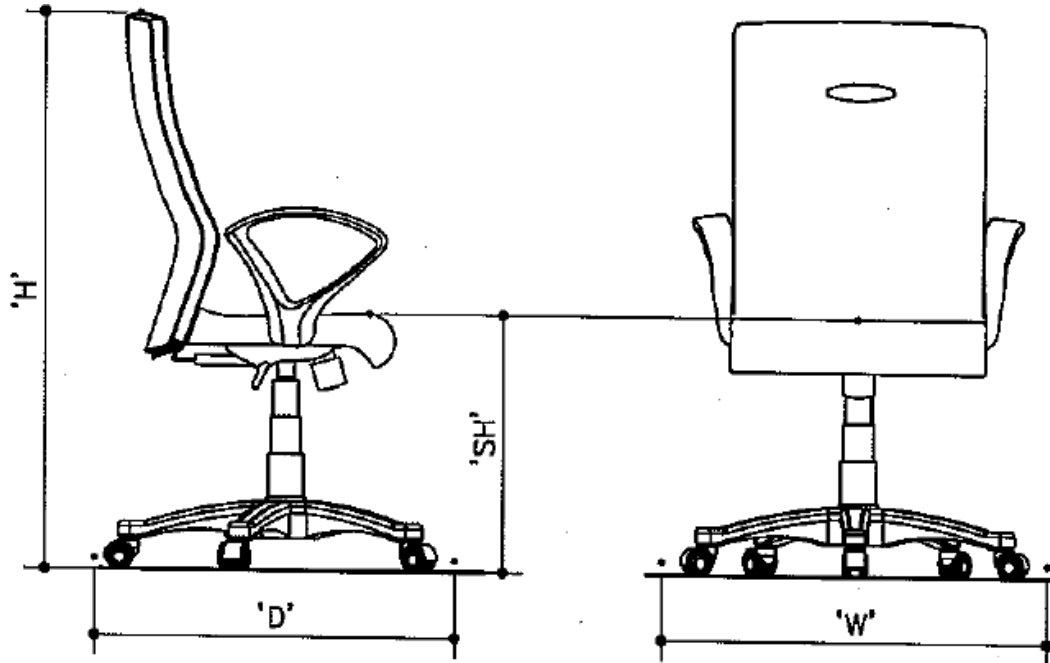
5. Delivery and installation should be made within 4 weeks of getting a confirmed order.
6. The suppliers shall provide the banking details along with their quote on their letterhead duly signed and stamped.
7. The successful bidder has to submit a Performance Guarantee Bond for 5% of the Purchase Order value and valid till one year OR up-to warranty period whichever is later from the date of issue of Purchase Order. Performance Guarantee Bond may be submitted within 15 (Fifteen) days from the date of order acknowledgment as a successful bidder.
8. Quotations shall be submitted in two parts;
  - 1) **Part – I (Technical)** should contain all the technical details and specification of the product. It should contain unpriced bid along with terms and conditions, compliance certificates, proprietary certificates (if applicable), any other certificates/details etc. This envelope should be marked as “Technical Bid”
  - 2) **Part -II (Financial)** The financial bid of the above item should be in a sealed envelope marked as “Financial Bid” and should contain financial terms and conditions.
9. For any clarification, you may kindly contact Mr. Birendra Padhi (E-mail: [birendra@iitgoa.ac.in](mailto:birendra@iitgoa.ac.in) and Stores & Purchase Department (email: [purchase@iitgoa.ac.in](mailto:purchase@iitgoa.ac.in)) till 03/08/2020.
10. All sealed quotations must reach to the Assistant Registrar (Stores & Purchase), IIT Goa, at Goa College of Engineering Campus, Farmagudi, Ponda, Goa, 403 401 by 17.00 Hrs on or before 14/08/2020.

**Sd/-**

Asst. Registrar (S&P)

## Technical Specifications

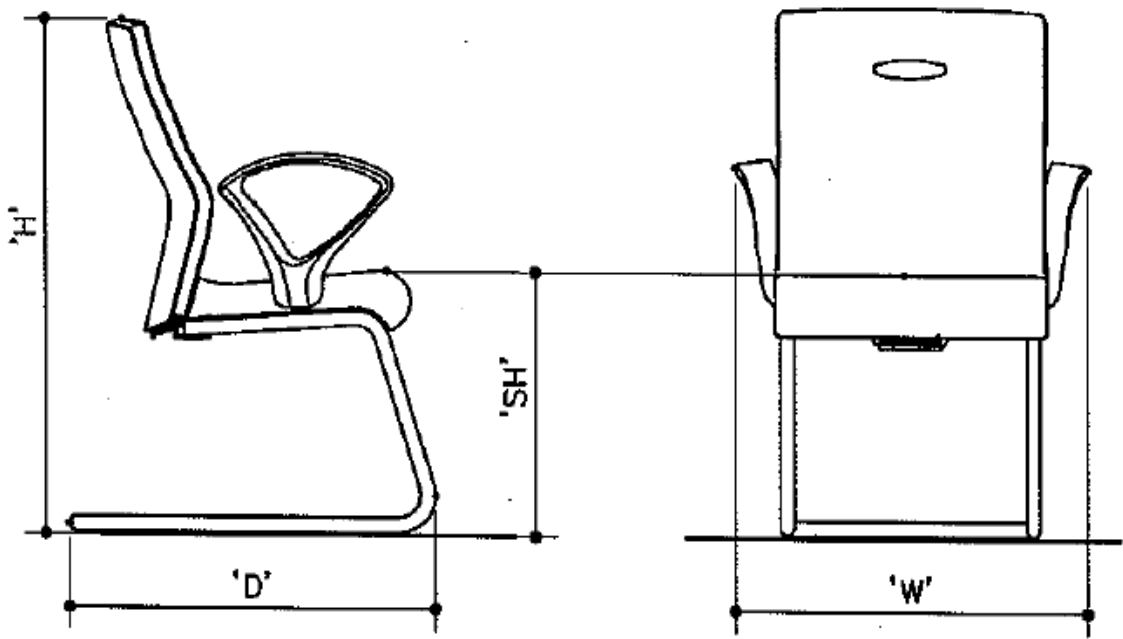
<b>TERMS AND CONDITIONS</b>
<b>1. Warranty:</b> warranty period of at least 01 year for all item.
<b>2. Certification:</b> <ul style="list-style-type: none"><li>* Test reports to be furnished to buyers on demand</li><li>* BIFMA Certification-<b>Indoor Advantage Certificate</b> (Conforms to the ANSI/BIFMA Furniture Emissions Standard (M7.1/X7.1-2011 R2016) and ANSI/BIFMA e.3-2019 (Credits 7.6.1, 7.6.2, 7.6.3) for seating parameters)</li><li>* OEM of offered product is ISO 9001:2015 certified</li><li>* OEM of offered product is ISO 14001:2015 certified</li><li>* OEM of offered product is ISO 50001:2018 certified</li><li>* Green Pro Certification</li><li>* GRIHA Product Certification</li></ul>
<b>EXECUTIVE CHAIR/ VISITOR CHAIR SPECIFICATIONS</b>
<b>1. Seat/Back Assembly:</b> The seat and back are made up of 1.2±0.1 cm thick hot-pressed plywood measured as per QA and upholstered with fabric. The back foam is designed with contoured lumbar support for extra comfort. The seat has extra thick foam on front edge to give comfort to popliteal area.
<b>2. The size of the chair as follows:</b> Executive Chair Size: 47.5 cm(W)x69.5 cm (H) Seat Size: 47.0 cm(W)x48.0 cm (H)
<b>3. Arm Rest:</b> The one-piece armrests are injection moulded from back copolymer polypropylene
<b>4. Centre Tilt Synchro Mechanism:</b> <ul style="list-style-type: none"><li>* 360° revolving type</li><li>* Upright position locking</li><li>* Tilt tension adjustment</li><li>* Seat/back tilting ratio of 1:3</li></ul>
<b>5. pneumatic Hight Adjustment:</b> The pneumatic height adjustment has an adjustment stroke of 12.0±0.3 cm
<b>6. Telescopic Bellow Assembly:</b> The bellow should be 3-piece telescopic type and injection moulded in black polypropylene.
<b>7. Pedestal Assembly:</b> The pedestal is injection moulded in black 33% glass filled Nylon -66 and fitted with 5 nos twin wheel castors. The pedestal is 66.3±0.5 cm
<b>8. Twin Wheel Castors:</b> The twin wheel castors are injection moulded in black nylon.



WIDTH (W):	76.3 CM.
DEPTH (D):	76.3 CM.
HEIGHT (H):	97.0-109.0 CM.
SEAT HEIGHT (SH):	42.5-54.5 CM.

THESE DIMENSIONS ARE PRODUCT OUT TO OUT DIMENSIONS & VARIATIONS WITHIN  $\pm 1.0$  CM. ARE NORMAL

### EXECUTIVE CHAIR

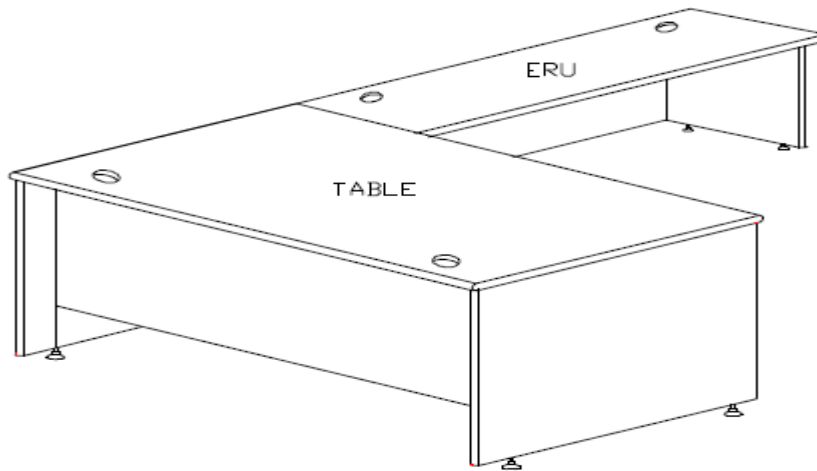


WIDTH (W):	61.4 CM.
DEPTH (D):	64.5 CM.
HEIGHT (H):	89.5 CM.
SEAT HEIGHT (SH):	46.5 CM.

THESE DIMENSIONS ARE PRODUCT OUT TO OUT DIMENSIONS & VARIATIONS WITHIN  $\pm 1.0$  CM. ARE NORMAL

**VISITOR  
CHAIR**

# TABLE



## SPECIFICATIONS

- 1) Table-1800mmWX 900mmD X740mmH
- 2) ERU- 1550mmW x 450mmD x 705mmH
- 3) Free Standing Ped with Castors – 646mm H x 390mm W x 440mm D

### SPECIFICATIONS

#	Elements	Specifications
TABLE	TOP	25 MM THICK PLAIN PARTICLE BOARD (PPB) CLAD WITH 0.6MM THICK POST FORMED LAMINATE AND 1MM THICK BACKING LAMINATE (BDL). FLAT EDGE DULY SEALED WITH 2MM THICK PVC BEADING.
	SIDE PANEL	
	MODESTY	18MM THICK PLAIN PARTICLE BOARD (PPB) CLAD WITH 1.0MM THICK DECORATIVE LAMINATE (DL) ON BOTH SIDES. EDGE SEALED WITH 2MM THICK PVC BEADING.
Extended Return Unit (ERU)	TOP	25 MM THICK PLAIN PARTICLE BOARD (PPB) CLAD WITH 0.6MM THICK POST FORMED LAMINATE AND 1MM THICK BACKING LAMINATE (BDL). FLAT EDGE DULY SEALED WITH 2MM THICK PVC BEADING.
	SIDE PANEL	
	MODESTY	18MM THICK PLAIN PARTICLE BOARD (PPB) CLAD WITH 1.0MM THICK DECORATIVE LAMINATE (DL) ON BOTH SIDES. EDGE SEALED WITH 2MM THICK PVC BEADING.

## FORMAT FOR PERFORMANCE GUARANTEE BOND

(To be typed on Non-judicial stamp paper of the value of Indian Rupees of One Hundred) (TO BE ESTABLISHED THROUGH ANY OF THE NATIONAL BANKS (WHETHER SITUATED AT GOA OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT GOA OR ANY SCHEDULED BANK SITUATED AT GOA. BONDS ISSUED BY CO-OPERATIVE BANKS ARE NOT ACCEPTED.

To,  
The Registrar,  
Indian Institute of Technology, Goa  
Farmagudi, Ponda,  
Goa – 403401

### **LETTER OF GUARANTEE**

WHEREAS Indian Institute of Technology, Goa (Buyer) have invited Tenders vide Tender No..... Dt. .... for purchase of .....

AND

WHEREAS the said tender document requires that any eligible successful tenderer (seller) wishing to supply the equipment / machinery, etc. in response thereto shall establish an irrevocable Performance Guarantee Bond in favour of “**Registrar, Indian Institute of Technology, Goa**” in the form of Bank Guarantee for Rs ..... (**5% (five percent) of the purchase value**) and valid till **one year or upto warranty period whichever is later** from the date of issue of Performance Guarantee Bond may be submitted within 15 (Fifteen) days from the date of Order Acknowledgment as a successful bidder.

NOW THIS BANK HEREBY GUARANTEES that in the event of the said tenderer (seller) failing to abide by any of the conditions referred in tender document / purchase order / performance of the equipment / machinery, etc. this Bank shall pay to Indian Institute of Technology, Goa on demand and without protest or demur Rs..... (Rupees.....).

This Bank further agrees that the decision of Indian Institute of Technology, Goa (Buyer) as to whether the said Tenderer (Seller) has committed a breach of any of the conditions referred in tender document / purchase order shall be final and binding.

We, ..... (name of the Bank & branch) hereby further agree that the Guarantee herein contained shall not be affected by any change in the constitution of the Tenderer (Seller) and/ or Indian Institute of Technology, Goa (Buyer).

### **Notwithstanding anything contained herein:**

1. Our liability under this Bank Guarantee shall not exceed Rs. .... .  
(Indian Rupees ..... only).

2. This Bank Guarantee shall be valid up to .....(date) and
3. We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if IIT Goa serve upon us a written claim or demand on or before ..... (date).
4. This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at ..... situated at .....  
(Address of local branch).

Date:

Yours truly,

Signature and seal of the Guarantor:

Name of Bank:

**Instruction to Bank:** Bank should note that on expiry of Bond Period, the Original Bond will not be returned to the Bank.  
Bank is requested to take appropriate necessary action on or after expiry of bond period