



GOVT. GIRLS POLYTECHNIC

Byron Bazar, Raipur-492 001, C.G.

शासकीय कन्या पॉलीटेक्निक

बैरनबाजार, रायपुर- 492 001, छ.ग.

Web Site : <http://ggpraipur.ac.in> e-Mail : principal.ggpraipur@gmail.com Phone.: 0771-2423045 TPO Ph. : 0771-2424778

TENDER NOTICE – 01 / 2019

TENDER FORM FOR SUPPLY OF HOSTEL FURNITURE & OTHER ITEMS



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TENDER NOTICE – 01 / 2019

NOTICE INVITING TENDER (NIT) FOR THE SUPPLY OF HOSTEL FURNITURE

NO- GGPR / HOSTEL / TENDER-1 / FURNITURE / 2019 / 1379 , RAIPUR Dated: 16-10-2019

Government Girls Polytechnic, Raipur invites sealed tenders from furniture marts/suppliers for supplying of furniture for hostel. Tender document can be obtained from the office during the office working hours only accept public holiday, on payment by cash or by Demand Draft of Rs. 1,500/- (Rupees One Thousand Five Hundred Only), in favour of, The Principal, Government Girls Polytechnic, Byron-Bazar, Raipur, payable at Raipur.

Tender document can also be downloaded from institute website www.ggpraipur.ac.in, if downloaded from the website tender fee amounting Rs. 1,500/- (Rupees One Thousand Five Hundred Only), in favour of, The Principal, Government Girls Polytechnic, Byron-Bazar, Raipur, payable at Raipur, the bidder has to submit the Demand-Draft (DD) along-with the submission of the Tender-Bid. Else, otherwise, the bid is liable to be cancelled.

Important Dates and Timings :

Tender form price	Rs 1,500/- (Rupees One Thousand Five Hundred Only)
Date for sale of tender document	Date : 16-10-2019 from 11:00 AM
Last date for Sale of Tender Document	Date : 05-11-2019 up to 12:00 PM
Last date for Submission of Sealed Tender	Date : 05-11-2019 up to 02:00 PM
Date of opening the Tenders received	Date : 05-11-2019 at 03:00 PM
Date of sample evaluation / verification	Date : 07-11-2019 at 12:00 Noon – 3.00 PM
Venue of opening the Tenders	Principal Room , Government Girls Polytechnic, Byron bazaar, Raipur


Principal

Govt. Girls Polytechnic, Raipur

Tender Notice 1/2019 2 | Page
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Govt. Girl's Polytechnic,
RAIPUR. (C G)

TENDER DOCUMENT

1. **TENDER NO.** GGPR / HOSTEL / TENDER-1 / Furniture / 2019 / 1379
Raipur, Date : 16-10-2019
2. **COST OF THE TENDER FORM** Rs. 1,500/- by Cash or DD, Non-refundable
3. **SALE OF TENDER DOCUMENT** Starts on 16.10.2019 from 11:00 AM to
05-11-2019 up to 12.00 PM
4. **DATE OF SUBMISSION** On or before 05-11-2019 / 02:00 PM
5. **DATE OF TENDER / BID OPENING** On 05-11-2019 / 03:00 PM

IMPORTANT In case, if the last date is declared to be a Gazetted / Closed Govt. holiday, the tender shall be the next working day/ date submitted up to 2:00 PM of the immediate next working day.

6. The tenders shall be opened at 3.00 PM of the last day of submission i.e 05-11-2019 at Government Girls Polytechnic, Raipur. The Bidder / Authorized Representatives of the Bidder may participate.
7. Tender shall remain valid for a period of one year.
8. **Scope of supply-**
Supply of furniture items as stated in ANNEXURE-III
9. **Essential Qualifications of the Bidder –**
The bidder must have valid PAN, TIN, GSTIN, and *Commercial Tax Clearance Certificate*, with else Bidder of the tender will be treated as cancelled.
10. **Bidder must submit**
ANNEXURE- I, ANNEXURE- II, ANNEXURE- III
11. **Preparation of the**

ENVELOP -1

EMD - A Demand Draft of Rs 39,000/- (Thirty Nine Thousand only)
in favour of The Principal, Government Girls Polytechnic, Byron-Bazar,Raipur-492001, payable at Raipur.

ENVELOP -2

All the relevant documents duly attested by the bidder regarding the essential qualification of the bidder should be kept.
as per ANNEXURE-I (Essential qualification of the Bidder) and ANNEXURE-II.

ENVELOP -3

The rates on the prescribed format ANNEXURE-III (Price Bid) , should be kept.

Tender Notice 1 / 2019 3 | Page

PRINCIPAL,
Govt. Girl's Polytechnic,
RAIPUR (C.G.)

The quoted price should be inclusive of all the taxes, duties and any other levies/charges.

ENVELOP -4

All the envelopes marked as ENVELOP -1 , ENVELOP -2, ENVELOP -3 must be kept in envelope-4


- a. All the three envelopes should be kept in one single, bigger envelop, duly sealed and submitted to the office of the Principal, Government Girls Polytechnic, Raipur.
- b. Envelop No. 03 will be considered for opening after the contents of envelop 1 and 2 are found satisfactory as per the requirement of tender-Documents.
- c. Tender submitted by fax or e-mail would not be accepted.
- d. All the pages of the tender-document including ANNEXURE-I, ANNEXURE-II & ANNEXURE-III, shall be duly signed by the bidder.
- e. Rates quoted should be written legible in words & Figures. If any difference is observed the rates given in words shall be taken as final.
- f. The bidder is expected to carefully examine all instructions, forms, terms and specifications in the tender document.
- g. The bid must be in line with specifications and conditions required for the tender. It should be valid for one year from the date of opening of bids.
- h. Overwriting should be avoided. Overwriting, erasures and other changes should bear the dated initials of the person signing the tender.
- i. Failure to furnish complete information required as per the tender document or submission of bid not substantial will be rejected.
- j. This tender form is non-transferable and must be submitted by the purchaser on the prescribed form sold as a part of the tender Document.
- k. Deduction of taxes at the source would be made by this office as and when required by law.
- l. **After qualifying in the Technical-Bid evaluation, the Tenderer / Bidders have to supply the samples of the furniture items (prior to opening of the Commercial-Bid) to Govt. Girls Polytechnic, Byron-Bazar, Raipur..**
Samples required for – Hostel Bed, Study Table, Chair, Dustbins are required.
- The Commercial-bid shall be opened of the respective Tenderer / Bidder, only after the approval of samples, by the evaluation committee.
- m. All the rate shall be quoted for "A Complete Single Unit" applicable to the respective item mentioned in Tender document.

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Govt. Girls Polytechnic,
RAIPUR. (CG)

- n. Relevant brochures and real image / photographs of the furniture for authentication of the desired material must be enclosed .
12. **Earnest Money Deposit (EMD)**
- Requisite EMD, in The form of an account payee Demand Draft, payable in favour of Principal, Government Girls Polytechnic, Raipur is required to be submitted along with the Tender / Bid .
- EMD of the unsuccessful bidders shall be returned to them at the earliest.
- The EMD shall be forfeited if, the tenderer / bidder withdraws or amends impairs or derogates from the tender in any respect within the validity period of their tender / bid.
- 5% of the total cost of the supplied item has to be deposited to the institute in the form of DD as **Performance Guarantee-Money** for one year from the date of supply.
13. **Payment Terms**
- 100% payment will be released after the completion of supply, and acceptance of various tendered items as per the delivery schedule given by.
 - No advance payments shall be made.
 - There is no provision for partial payments against the any supplies of the materials made (of a single Order).
 - No payment shall be made for the damaged or rejected items.
14. **Delivery**
- The delivery shall be made within 30-days after the confirmation of the purchase order and supply shall be given, at Government Girls Polytechnic, Raipur on FOR basis.
15. **Other Terms & Conditions**
- A prospective bidder requiring any clarification regarding the tender document may notify this office in writing at the address indicated at the cover of the tender document. The office would respond in writing to any request for clarification of the tender document Provided that it is received not later than seven days prior to the last date prescribed for submission of tenders. However, the office shall not be responsible for any delays.
 - The Supplier are not allowed to transfer, assign or sublet the order in full or any part thereof directly or indirectly.
 - The tenders should quote their rates strictly adhering to terms and conditions stipulated in the tender document. Unsolicited correspondence after opening of the tender shall not be entertained. Conditional / deviational tenders may be rejected without making any reference to the Tenderers / Bidders.
 - No Tenderers / Bidders will be allowed to withdraw his tender during the validity period.

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Govt. Girl's Polytechnic,
RAIPUR. (G G)

- e. On canvassing in any form for acceptance of the tender, the authority would disqualify the Tenderers / Bidders.
- f. It will be the responsibility of the supplier for safe supply of the material required for full and good conditions at user's point. This office will not pay any amount for transit and insurance of the material.
- g. The undersigned reserves the right to cancel the tender in full or part thereof, if needed.
- h. In case of any dispute, it is subjected to the jurisdiction of district of Raipur, Chhattisgarh.


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RAIPUR. (C.G.)

LETTER OF SUBMISSION OF TENDER FROM BY THE BIDDER
(To be printed on bidder's letterhead)

"Supply of furniture and other items at Government Girls Polytechnic, Raipur"

1. Name of The Firm : _____
2. Postal Address for Communication : _____

3. Telephone No (Land-Line) : _____
Mobile No. : _____
Valid Email id : _____
4. Payment Details of Tender form cost
DD No / Cash Receipt No. : _____
Name of DD issuing bank . _____ Date _____
Amount : _____ Payable at : _____
5. Earnest Money Deposit (EMD) details.
DD No : _____
Name of DD issuing bank . _____ Date _____
Amount : _____ Payable at : _____
6. Whether Tenderer / Bidder is (Tick Appropriate)
Manufacturer / Distributor / Dealer/ Supplier/ Reseller
Please, attach the Certificate / Authority letter(s)
7. Year of starting of the firm with registration Number & Date. (attach relevant document)
8. PAN / TAN (Attach copy)
9. TIN No. (Attach copy)
10. GSTIN Registration (Attach copy)

Tender Notice 1 / 2019 7 | Page

PRIN...
Govt. Girls Polytechnic.
RAIPUR. (CG)

11. Commercial tax clearance certificate latest. (Attach copy)
12. Income tax return for the last three financial years(Attach copy)
13. Annual turnover for last three years (balance sheet) (Attach copy)
14. All the documents attached must be duly attested by the bidder.


Signature of the Authorized Signatory

Date : _____

Full Name _____

Place : _____


Company Seal


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(To be printed on bidder's letterhead)

DECLARATIONS BY THE TENDERER / BIDDER

1. I, ----- Son / Daughter of Shri -----
----- Proprietor/ Partner/ CEO /MD/ Director/
Authorized Signatory of M/s. ----- am competent to sign this
declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
4. I/we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage, besides liabilities towards prosecution under appropriate law.
5. Each page of the tender document and papers submitted by my Company is authenticated, and I take full responsibility for the entire documents submitted.
6. I/We agree to pay all government (central and state of CG) Taxes such as GST, service tax etc. and other taxes prevailing from time to time and the rates quoted by me/us are inclusive of the same.
7. The rates quoted by me / us are firm and shall not be changed due to variations on account of fluctuation in the market rates, taxes or any other levies, whatsoever.
8. If this tender is accepted, I / we hereby agree to abide and fulfil all the terms, conditions and provisions of the tender.

Tender Notice 1 / 2019 9 | Page

PRINCIPAL.
Govt. Girl's Polytechnic.
BAIPUR. (CG)

9. We, further specifically certify that our organization has not been Black Listed/De Listed or pu to any Holiday by any Institutional Agency/Govt. Department/Public Sector Undertaking in the last three years.

10. Names of the persons authorized to be present at the time of opening of the tender

i -----

ii -----

Signature of the Authorized Signatory

Date: -----

Full Name -----

Place: -----

Company Seal



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BANPUR. (C.G.)

PRICE - BID

SI No.	ITEM PARTICULARS	ITEM SPECIFICATIONS	QUANTITY REQUIRED	Rate per unit in INR (Inclusive of All Taxes & Levies)
1(a)	HOSTEL- BED	<ul style="list-style-type: none"> • Size- L-1820 x W-840 x H-482 mm • Head Bow & Legs Bow – 582 mm • Made of prime quality square CRCA pipe 32 x32 x1.5 mm. • Frame made up of • 50 x 25 x 1.5 mm rectangular CRCA - Pipe • 4-Nos. Bottom support of 25 x 25x 1.25 mm square CRCA pipe. • Sleeping top made of 18 mm thick ISI marked water resistant plywood, Phenol Bonded BWP Grade as per IS 710:2010, fitted in CRCA frame • Double-Door Storage cabinet below Sleeping Surface • Size of CRCA Box 914-mm X 838-mm X 381-mm / thickness 1.0 mm • Cabinet Rest on– 03-Nos Square Pipe 25-mm X 25 mm / 18 SWG (1.024-mm) • Single Latch Lock of Industry Standard • Leg tube should be fitted with Hard Nylon Roller. • Mosquito frame made of Aluminium 18-mm (Approximately) round pipe of industry standard thickness in C shape on Head side bow and Leg side bow must be Removable • Holding arrangement for mosquito frame – 20-mm internal Dia pipe of 90-mm to 101-mm long / sealed bottom end. • All steel components should be epoxy powder coated after anti corrosion pre treatment of surface • The overall appearance of the product shall be as per the photograph. 	50-Sets	
1(b)	MATTRESS (for single bed)	<ul style="list-style-type: none"> • Product Dimensions: Length (1800-mm), Width (838-mm), Height (101-mm) (Standard Divan Size) • Primary Material: Foam • No Assembly Required: The product is delivered in a pre-assembled state • Warranty : Min. 2- year on product • Better comfort-Soft PU foam quilting • Improved air circulation-Air-mesh fabric • Comfort Layer: High Density (HD) Foam 	50-Nos.	

		Preferable the material should from any of the following MAKE – Kurl-on, Sleep-well, Century, Nilkamal , Sunidra		
2	ALMIRAH - DOOR	<ul style="list-style-type: none"> Fixing Almirah-Door with Frame (In the existing Concrete Shelf of the Hostel Rooms) Size of the Door – 7' X 3' (Double –Door Panel) Material & Thickness – CR-Sheet of 1-mm Locking Arrangements – Handle along-with Latch-Lock All Door panel a& Frame must be coated with Primer and Stove-Enamelled Paint 	50-Sets	
3	STUDY-TABLE	<p>BACK TO BACK STUDENT TABLE (FOR 2-STUDENTS)</p> <ul style="list-style-type: none"> Size- 786 mm (W) x 938 mm (B) x 1200 mm (H) Table Top- 750 mm X 460 mm at 750 mm height Overhead Shelf- 750 mm x 250 mm on both side, Shelf Height 1050 mm. Side Partition up to full height 1200 mm. All Material (Ply-Wood) made of 18 mm ISI marked commercial / Industry standard / Anti Termite Water Proof Both side must be laminated with 0.8 mm Sunmica Sheet – Dark wooden color / Pattern All edges must be covered with polished Teak-Wood-beeds All the resting-bottom should be fitted with Hard Nylon Roller (06-Nos.) <p>See drawing attced with the document,</p>	25-Sets	
4	WOODEN CHAIR (TEAK-WOOD) Without Arm	<ul style="list-style-type: none"> Seat Size - 18" X 18" / Seat Height - 18" from Floor Level Seat Back Rest Height - 36" Main Frame Front-Legs – 2" X 2" Main Frame Back-Legs – 3" X 1 ½" Seat Support Frame – 3" X 1" Leg Support – 1" x" 1" (3-Side) Seat Thickness 3/4" <p>The overall appearance of the product shall be as per photograph / Line Diagram</p>	50-Nos.	
5 (a)	11 - LITERS SS DUSTBIN	<p>Dimensions – Appx. Diameter :-10", Height:14" Round</p> <p>Weight - Appx.1.5 Kg</p> <p>Pack Content - 1 Pedal Dustbin</p> <p>Capacity – Appx.11 Ltr</p> <p>Type - Pedal Operated</p> <p>Material - Stainless Steel</p>	24-Nos	

5(b)	40 - LITERS SS DUSTBIN	Dimensions – Appx. Diameter -:14", Height:20" Round Weight - Appx.2.0 Kg Capacity – Appx.40 Ltr Type - Floor standing Material - Perforated Stainless Steel Sheet	06-Nos.	
6	DINING TABLE	<ul style="list-style-type: none"> • Size – 2100 (L) x 900 (W) x 750 (H) in mm • Vertical members – 06-Nos. Legs Made of SS 202 Grade Size 38 x 38 x 1.2 mm square pipe, • Horizontal member/ Support 25x1.3mm Tubular pipe. • Top should be Made up of 1.2-mm thick sheet SS 202 grade. double bent on all sides provide it edge strength and Hat – Section stiffeners or equivalent to absolutely eliminate buckling. • Top Surface. The overall dimension of the bent portion all around the table to be 41.2-mm.(1.2-mm thick sheet SS 202 grade) • Seating – 08 Stools Stool - Top diameter 350-mm X 1.2 mm thick SS 202 Grade.. Sheet bended like tubular round plate. Under structure of tube made up of one straight leg of 30-mm tubular pipe of 1.2 mm thickness of SS 202 support by three legs and one jointer leg to table of 25-mm tubular SS 202 pipe of 1.2-mm thickness. • Stool and table are interconnected Stool should foldable with Frame structure for cleaning purpose. • Nylon Roller-Ball shoes should be provided on the legs. <p>The overall appearance of the product shall be as per photograph.</p>	07-Sets	

NOTE : Line Diagram / Photograph are attached with this documents.
All the rates must be quoted FOR, Govt. Girls Polytechnic, Byron-Bazar, Raipur.

Signature of the Authorized Signatory


Date: -----

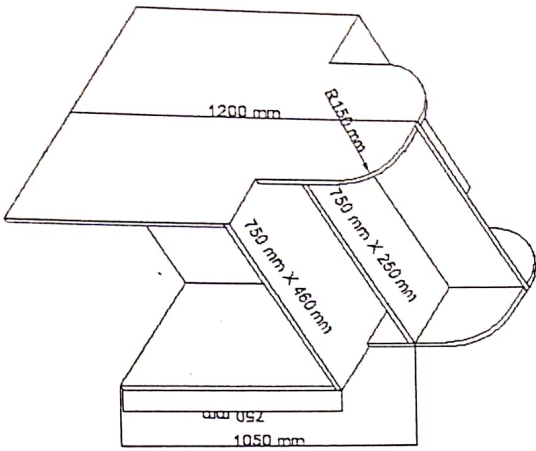
Full Name -----

Place: -----

Company Seal

Tender Notice 1 / 2019 13 | Page


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BACK TO BACK STUDENT TABLE FOR 2 PERSONS

Overall size- 786mm (W) x 938 mm (B) x 1200mm (H)

table top- 750mm X 460 mm at 750 mm height

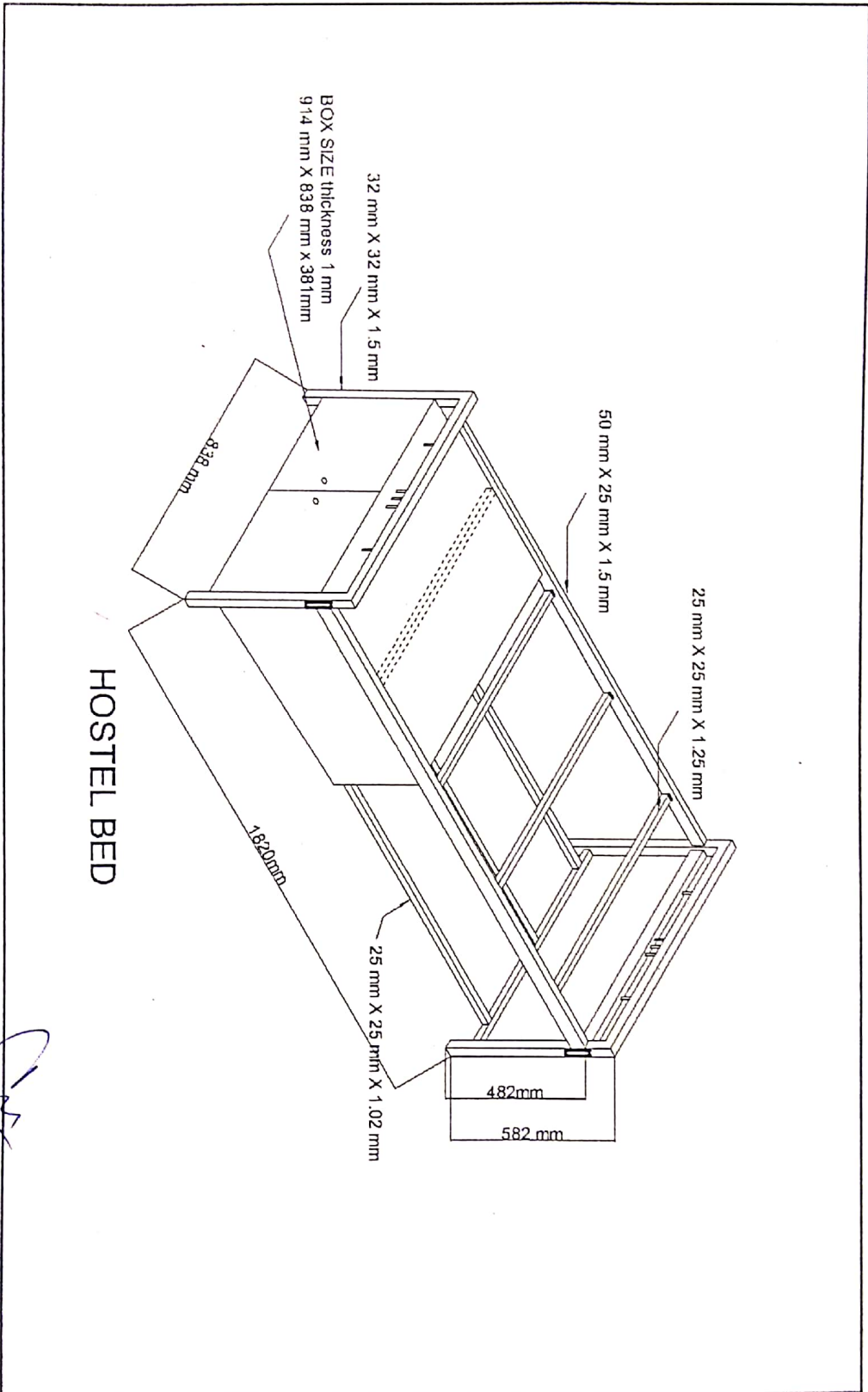
overhead shelf- 750mm x 250mm on both side, shelf height 1050mm.

side partition upto full height 1200 mm.

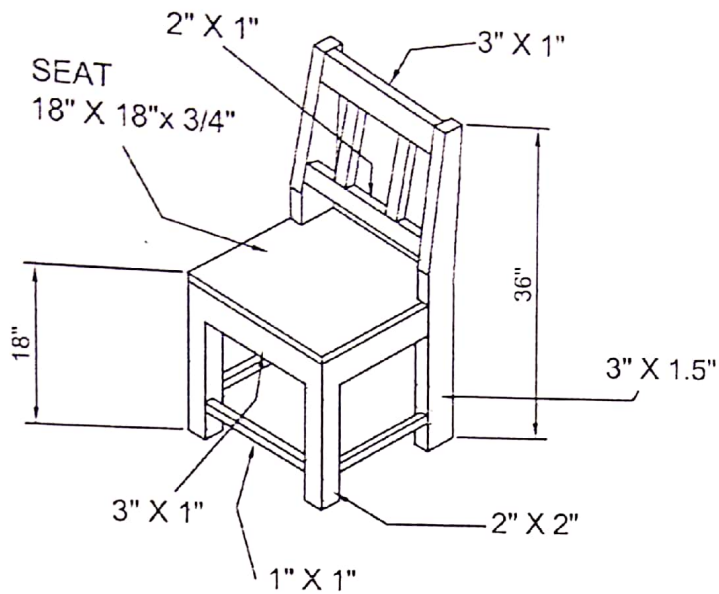
*all material made of 18 mm commercial ISI marked anti termite water proof ply, both side laminated, upper lamination not less than 0.8 mm, design as per drawing.

[Signature]
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Govt. Girl's Polytechnic,
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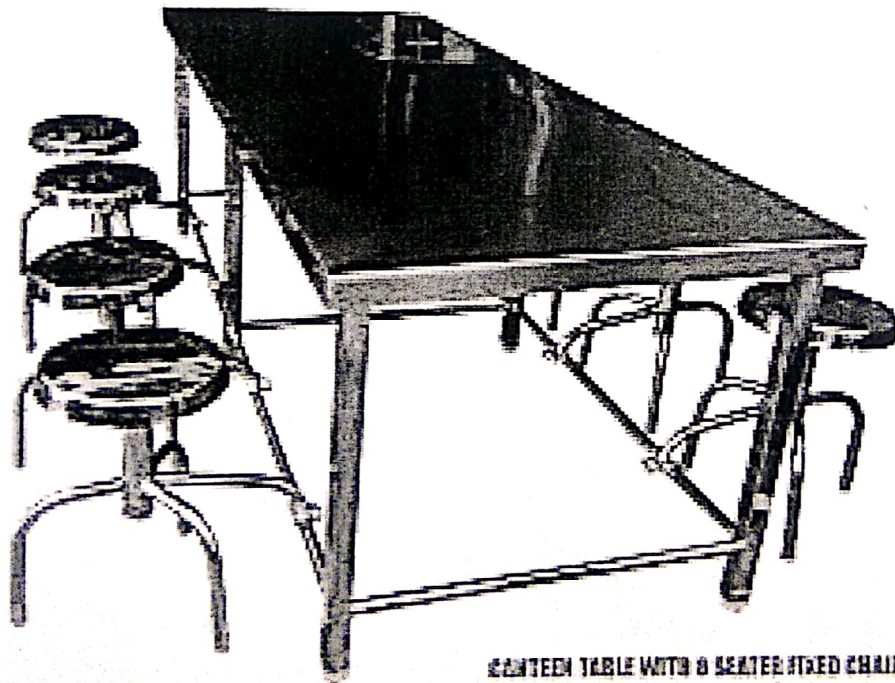


PRINCIPAL:
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RAIPUR.



TEAK WOOD CHAIR

DINING TABLE WITH SITTING ARRANGEMENTS



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