



DEPARTMENT OF MICROBIOLOGY PANJAB UNIVERSITY, CHANDIGARH

Prof. S.K. Soni
Chairperson

No.: Micro/1750
Dated: 06.11.2017

NOTICE INVITING QUOTATIONS FOR THE FURNITURE ITEMS

Quotations are invited by Registered Post/Courier for the supply of 1) ONE Steel Library Almirah, 2) ONE Three seater for students, 3) FIFTEEN Student Chairs with arms made of perforated Jali and Powder Coated, 4) TWENTY Student chairs with Arms, powder coated with seat and back cushioned, 5) FIVE Visitor Chairs with cushioned seat, back and arms with heavy duty material, 6) ONE Executive Chair Revolving with high back, as per mentioned in the specifications of the items, for use in DEPARTMENTAL LIBRARY, to be purchased out of the DEVELOPMENT GRANT of the Department of Microbiology, Panjab University, Chandigarh. The make, packing, and other particulars of the item should be clearly stated. While submitting the quotations please take in to consideration the following points:

LAST DATE AND TIME FOR RECEIPT OF QUOTATIONS: 22.11.2017 till 4:00 pm

DATE AND TIME OF OPENING OF QUOTATIONS: 23.11.2017 at 11.00 am

The quotation should be in two separate bids i.e. Technical Bid and Commercial Bid (Price Bid). Technical bid should contain all technical details of the product, literature /catalogue/quality certificates/customer list, supply terms & conditions etc., along with an authority letter from the manufacturer in sealed envelope clearly marked as Technical bid.

Commercial bid (Price Bid) should contain the information about the prices and the applicable taxes both in words and figures in sealed envelope clearly marked as "Commercial Bid"

The quotation should be accompanied by the earnest money (EMD), equivalent to Rs. 2,000/-, in the form of demand draft, drawn in favour of the Registrar, Panjab University, Chandigarh, payable at Chandigarh. The EMD, if applicable, will be returned after installation of the equipment.

Warranty : At least 1 year from the date of supply

TECHNICAL SPECIFICATIONS OF THE ITEMS

- 1) Steel Library Almirah with
 - Glass door (78"x36"x19")
 - Four Shelves
 - Five Compartments
 - Lock and key
- 2) Three Seater for students having
 - Chrome plated meshed seat and back with arms.
 - The material of mesh/Jali should be heavy duty with thickness of 22 gauge.
- 3) Student Chair with arms made of perforated Jali and Powder Coated .
 - The material of pipe and Jali should be heavy duty with thickness of 22 gauge.
- 4) Student chair with Arms, powder coated.
 - Seat and Back cushioned with heavy duty black cloth and pressed ply.
 - The material of pipe and arms should be heavy duty with thickness of 22 gauge.

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- 5) Visitor Chair with
 - cushioned seat, back and arms with heavy duty material
 - fixed with leather finish
 - Steel chrome plated legs
- 6) Executive Chair Revolving with high back having
 - leather finish
 - Hydraulic and locking system
 - Cushioned seat and back with leather finish
 - The material for cushioning should be of heavy duty with hot pressed ply.

GENERAL TERMS AND CONDITIONS

- Please quote F.O.R destination Chandigarh only in INR.
 - The prices should include the installation charges, VAT and other Taxes
 - Prices should be quoted separately for the main equipment and the optional accessories.
 - Quotations should be sent with EMD of Rs. 2000/- by DD, (returnable at the time of installation) in favour of the Registrar, Panjab University, payable at Chandigarh.
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- EMD, Technical quote and Price quote should be in separate sealed envelopes, clearly marked as “EMD”, “Technical Bid/Quote” and “Price Bid/Quote” respectively. Put all envelopes in one big envelope.
 - The envelope containing EMD, if applicable, Technical quote and the price quote must be marked with : **“QUOTATION to be opened on 23.11.2017 (11.00 am)”** and addressed to the Chairperson, **Department of Microbiology, BMS Block I, Sector-25, PANJAB University, Chandigarh-160014.**
 - It should be clearly stated that the rates are inclusive of sales and other taxes and everything including packing, transport, freight, insurance, custom charges etc.
 - Certify that the equipment is of latest technology
 - Ensure that all essential spare parts and maintenance/repair services will be available in India with Indian agent as and when required
 - Validity of the Quotation should be at least 90 days
 - Payment will be made after delivery and installation



S.K. SONI