

UNIVERSITY OF GOUR BANGA

Established under the West Bengal Act XXVI of 2007
[Recognized U/S 2(f) & 12(B) of the UGC Act and NAAC accredited University with „B' Grade (2016)]

P.O.: Mokdumpur, District: Malda, West Bengal, PIN- 732 103

The Convener

Tender & Purchase Committee,

E-mail: financeofficer@ugb.ac.in



URL: www.ugb.ac.in

Ref. No.- 42/UGB/UE-22

Date: 07.06.2022

NOTICE INVITING QUOTATION

N.I.Q. No.- .- 42/UGB/UE-22, Date: 07.06.2022

Sealed Quotations are invited from bonafide persons/suppliers having valid Trade License/ Registration Certificate of incorporation/ Deed of partnership to quote their rate (in sealed envelope) for supplying of Furniture, University of Gour Banga, Malda, West Bengal, India.

Details of Specification of Furniture are as follows:-

Sl. No.	Description of Item	Make	Total Required Quantity	Quoted Rate / Item	Quoted Total Amount
1.	Premium Executive Table with ERU 2400W X 1104D X 735H MM 1400W X 580D X 690H MM Crafted with natural veneer, Large curvilinear worktopfacilitator quick team meetings and discussions, scratch and stain-resistant polyester finish	Reputed Brand	1 No.		
2.	Executive Table with ERU 1800W X 900D X 750H MM Veneer finish for premium aesthetic. Leather pad ensures comfort while working and reduces wear and tear of the work top . Provision for wire management ensures a clutter-free desk. Side unit can be placed on either side of the user and has ample storage space.	Reputed Brand	5 Nos.		
3.	Half Secretariat Table 1500W X 750D X 728H MM Wire Slots: Slots provided in the top frame for passage of wires. Wooden Modesty: Wooden Modesty panel offers the needed privacy. Wire Carrier: Vertical and Horizontal wire carrier ensures a clutter-free and organized desk. CPU Mount: An Accessory: CPU Mount ensures that the CPU does not take space on the floor. Storage Space: Sufficient storage provided in the pedestal takes care of the storage requirement.	Reputed Brand	5 Nos.		

4.	<p style="text-align: center;">Secretariat Table 1500W X 750D X 740H MM</p> <p>All wood desk with a free-standing pedestal. Wire management cut-outs on both side panels to connect wires to monitor, ensuring neat clutter-free worktop. Adequate storage with a 3-drawer pedestal. Available with accessories like CPU Trolley & KBPT.</p>	Reputed Brand	5 Nos.		
5.	<p style="text-align: center;">Premium Executive Very High Back Chair Length: 770 MM , Depth: 770 MM, Height: 1280-1370 MM, Seat Height: 499-589 MM</p> <p>KNEE SYNCHROTLT MECHANISM: This mechanism ensures that the backrest tilts in 2:1 proportion to the seat as you recline, while ensure the feet remains on the ground . MULTPOSITION LOCKING: The backrest adjusts and locKs in five diterent positions for comfort and support. ANTI-SHOCK MECHANISM: The anti-shock mechanism ensures stability and prevents sudden jerky impact to the back when the backrest is relaxed. SEAT DEPTH ADJUSTMENT: The User has an option of adjusting the seat depth. HEIGHT ADJUSTMENTE: The user can adjust the height of the chair as required.</p>	Reputed Brand	5 Nos.		
6.	<p style="text-align: center;">Premium Executive Very High Back Chair Length: 750 MM , Depth: 750 MM, Height: 1135-1380 MM, Seat Height: 410-510 MM</p> <p>Leather upholstery for luxurious touch and feel Pneumatic seat height adjustment Chrome finish fixed armrest Back height adjustment Synchronous tilt mechanism Multi- position locking Anti Shock mechanism 5 pronged die cast aluminium pedestal</p>	Reputed Brand	5 Nos.		
7.	<p style="text-align: center;">Executive High Back Chair Length: 763 MM , Depth: 763 MM, Height: 970-1090 MM, Seat Height: 425-545 MM</p> <p>Thick cushion seat & back Wider contoured seat and back Centre Tilt Synchronous Mechanism with tilt tension adjustment Upright position Poly Propylene abuse resistive armrest 100% VOC free powder coating Designed for long Life and ecy part replacement.</p>	Reputed Brand	5 Nos.		
8.	<p style="text-align: center;">Plastic Visitor Chair with Cushion</p>	Reputed Brand	50 Nos.		
9.	<p style="text-align: center;">Office Almirah with 4 Shelf 1981H X 916W X 486D MM</p> <p>Saving unit that provides safe and convenient storage of books, admin files, stationery etc. Provides maximum storage with 4 adjustable shelves that can store just about anything 3 way bolting device and</p>	Reputed Brand	5 Nos.		

	6 lever lock for safety Available in welded construction				
10.	Office Almira with 4 Shelf & Glass Door 1981H X 916W X 486D MM Saving unit that provides safe and convenient storage of books, admin files, stationery etc. Provides maximum storage with 4 adjustable shelves that can store just about anything 3 way bolting device and 6 lever lock for safety Glass door option	Reputed Brand	5 Nos.		
11.	Single Door Refrigerator - 210L capacity 4* BEE Rating	Reputed Brand	5 Nos.		
12.	Water Purifier (UV+RO) - Tank Capacity: 10 Ltr / 15 Ltr.	Reputed Brand	2 Nos.		

Terms and Conditions:

1. The quotation should be made by the vendors in their original letter head clearly indicating the aforesaid Materials and rates in details having valid trade license and mentioned the serial Number of the BOQ on the top of the envelop.
2. The bidders should be accompanied with an earnest money deposit (EMD) of Rs. 5,000/- in favour of the 'University of Gour Banga', payable at 'Malda'. EMD of unsuccessful bidder be refunded and no interest will be paid against EMD.
3. Taxes shall be deducted as per Govt. norms
4. Price quoted should be inclusive of all taxes i.e GST, & delivery charges up to the Department of Engineering of the UGB.
5. **Supply of Rate should not exceed MRP of Product.** Price shall be quoted in Indian Rupees (INR).
6. Validity of the quotation will be one year from the closing date of the enquiry.
7. Quotationers must as far as possible, arrange to supply the above within the stipulated time to be mentioned in the purchase order after selection. This delivery time must be strictly adhered to. Failure to supply within the specified time will lead to cancellation of the order without notice.
8. The sealed quotations are to be submitted along with valid Trade License/ Certificate of Registration of incorporation/ Deed of partnership, PAN, GST Registration Certificate, Income Tax Return. Balance sheet and P&L Accounts for last two years, credential etc. at the office of the Convener, Tender and Purchase Committee mentioned above from 11 a.m. to 5 p.m.
9. Tender paper should be addressed to: **The Convener, Tender and Purchase Committee, Department of the University Engineer (Addl. Charge), University of Gour Banga, Malda-732103, W.B, India.**
10. **Quantity may change as direction by the Authority of the University of Gour Banga with the same quoted rate.**
11. The University of Gour Banga reserves the right to amend or cancel the scope of the job as well as to modify the terms and conditions of the tender.
12. In all cases of disputes, the decision of the University Authority shall be final & binding on you and Calcutta High Court is the jurisdiction as per GBU acts.
13. The date and time of submission of tender paper : From (Within
11.00 a.m. to 5 p.m. excluding Sunday and Holiday)
14. Date of opening of tender paper: at 2.30 p.m.
15. At the time of opening the tender, the bidders may attend and for any further enquiry please contact at the office of the University Engineer.

Sd/-
The Convener,
Tender & Purchase Committee,
University of Gour Banga,

Copy for information to:

1. The Hon'ble Vice Chancellor University of Gour Banga - Chairman.*
2. The Registrar (Addl. Charge) - University of Gour Banga
3. Finance Officer (Addl. Charge), University of Gour Banga - Member.
4. UGB web site (ugb.ac.in)
5. Notice Board.

Sd/-
The Convener,
Tender & Purchase Committee,
University of Gour Banga,
Malda – 732103.

NB: Bidders may attain the opening of Tenders. Please contact 9836810530.