

MODEL RESIDENTIAL POLYTECHNIC COLLEGE KUZHALMANNAM  
KANNANUR PO., PALAKKAD DIST, KERALA, PIN 678 702,  
PHONE 04922 272900  
e - mail: [mrptkuzhalmannam@ihrd.ac.in](mailto:mrptkuzhalmannam@ihrd.ac.in), [mrpckm@gmail.com](mailto:mrpckm@gmail.com)  
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**Tender Notice**

No. P/143/2014/MRPCKM

Date: 08.12.2014

**Inviting sealed tender for the supply of drawing tables and stools**

Sealed tenders are invited from reputed Manufactures / suppliers / SSI units / other Govt. approved / undertaken organizations for the supply of furniture for drawing tables and stools for engineering drawing classes. Interested firms may submit sealed tenders to the **Principal, Model Residential Polytechnic College Kuzhalmannam, Kannanur PO., Palakkad Dist, Kerala, PIN 678702, Phone 04922 272900** on all State Government working days from 09:30 AM to 4:30PM.

Tender documents can be collected from **the Principal, Model Residential Polytechnic College Kuzhalmannam, Kannanur PO., Palakkad Dist, Kerala, PIN 678 702, Phone 04922 272900** on all State Government working days from 09:30 AM to 4:30PM on payment of cost of tender form by cash or DD payable **at Kuzhalmannam branch.** in favor of the **Principal, Model Residential Polytechnic College Kuzhalmannam,** Tender form can also be availed by post on payment of **Rs. 50/-** as extra over the cost of tender documents.

<b>Cost of Tender documents</b>	<b>Rs. 840 /- (Inclusive of VAT @ 5%)</b>
<b>Last Date and Time of Sale of Tender Forms</b>	<b>08.01.2015 2:00 PM</b>
<b>Last date &amp; Time for receipt of tender</b>	<b>08.01.2015 3:00 PM</b>
<b>Date and Time for opening of tender</b>	<b>08.01.2015 3:30 PM</b>

SI No.	Item Description	Quantity (Nos.)
1	Drawing Table of Size 26" X 24" X 38" sloping model work by 1.5" square 18G CR pipe leg, 1X1 X1/8 MS angle frame with powder coated finish, Top with 18 mm thick pre laminated particle board with side teak wood reaper lapping and polish. <b>(as per detailed sketch attached)</b>	75
2	Drawing stool 14" X 14" X 24" slopping model work I X I Square 18G CR Pipe leg 1 X 1 X 1/8 MS angle frame with powder coated finish. Top with 25 mm thick pre laminated particle board side teak wood reaper lapping and polish. <b>(as per detailed sketch attached)</b>	75

Tenderers are advised to quote their Rate after careful study of the tender's technical specifications as well as the following terms and conditions:-

1. Tender envelop(s) must be sealed and super scribed "**P/143/2014/MRPCKM - TENDER FOR DRAWING TABLES AND STOOLS**" which shall be addressed to the Principal, Model Residential Polytechnic College Kuzhalmannam, Kannanur PO., Palakkad Dist, Kerala, PIN 678 702, Phone 04922 272900
2. Every tenderer should submit EMD equal to 1% of the total quoted value in the form of FDR or DD drawn in the favor of the Principal, Model Residential Polytechnic College, Kuzhalmannam, and payable at SBT Kuzhalmannam, along with their tender. If Government have exempted any firm from furnishing the EMD, they should produce relevant documents proving exemption along with tender
3. The tenders should reach this office by **03:00 PM on 8<sup>th</sup> January 2015** as per tender notice.
4. The Bids will be opened on **8<sup>th</sup> January 2015 at 03:30 PM**. In case the office is closed on this date due to any of the reasons or it is not possible for us to open the quotations on this date because of any of the reasons, the quotations will be opened at 03:30 PM on the next working day.
5. Only manufacturers, authorized distributor, SSI Units, Govt. approved/undertaken organizations can participate in the tender, the firm should submit proof of registered as SSI unit, Govt. approved/undertaken as the case may be. This is subject to verification if necessary.
6. The Manufacturers / Distributors should submit minimum 3 references of Govt. Organizations/ educational institutions/ public/private sectors where they supplied furniture for a minimum cost of Rs. 3 lakhs at a time.
7. The tender fee is non refundable.
8. **Incomplete tender will not be accepted.**
9. **Conditional tender will not be accepted.**
10. **Optional tender will not be accepted.** The firm should have to quote only one model. The option either in model or in rates will not be accepted and the tender will be rejected straightway.
11. The Tenderer must quote the price **In Indian Rupees and should be (inclusive all taxes/govt. levis and the charges for freight/supply.** Quote the price both in words as well as in figures. Any over writing/cutting etc. render the tender invalid.
12. **The item should be delivered at free of cost at Model Residential Polytechnic College Kuzhalmannam within one month from the date of supply order.**
13. Tenderer would not be permitted to alter or modify their bids after expiry of the deadline for receipt of Bids.
14. If the supply is found inferior to on inspection by the Purchase/Technical Committee, the consignment will be rejected. The supplier will have to take back the consignment at his own cost and replace it within fresh stock as per approved samples within 15 days.

15. The purchase committee, in order to satisfy itself can order on the spot enquiry to verify the soundness, capability, viability and any other information given by the tendering firms.
16. **The Bid shall remain valid for six calendar months from the date of opening of the tender.**
17. The payment will be made after receipt/acceptance of goods in good condition. No advance payment will be made. Under no circumstances, sub-standard material will be accepted.
18. The purchase committee reserves the right to reject any tender or all tenders without assigning any reasons thereof.
19. The Competent Authority can terminate/recall the tender due to administrative reasons.
20. A copy of terms and conditions duly signed & stamped by the tenderer, as a token of acceptance of the same should be attached along with the tenders.
21. Only Sales Tax/VAT payee agencies are eligible to fill this tender. Interested agencies must quote their Sales Tax No./VAT in their quotation and also attach documentary proof of having registered with sales Tax/VAT Deptt. for sale of items etc. with technical bid.
22. The tender will be rejected straightway without assigning any reasons if the firm declared black listed by any Govt./Semi govt. department/agencies etc.
23. The tendering firm will also submit a certificate that the product offered by them is as per technical specifications of the tender.
24. The bidder should carry an onsite **comprehensive warranty/guarantee** for a period of at least 24 (Twenty Four) months.
25. The maintenance services shall be **free of cost** during the warranty/ guarantee period.

**NOTE :-**

**DOCUMENTS REQUIRED TO BE ATTACHED WITH TECHNICAL BID IN THE FOLLOWING ORDER :-**

1. The FDR / Demand draft for EMD @ 1% of the rate quoted must be attached with tender form.
2. Agreement in Kerala Stamp Paper worth Rs 100 /- in the format prescribed.
3. Sale Tax/VAT Registration Certificate.
4. Copy of authorized distributorship/Manufacturer.
5. Technical specifications of the product offered along with literature/brochure.
7. Copy of terms and conditions duly signed with seal of the firm, in token of acceptance of terms and conditions.
8. All the firms/company participating in the tender must submit a list of their owners/partners/directors etc. and a Certificate to the effect that the firm not blacklisted by any Govt. Department.
9. Three references as asked in Sl. No. 6 with proof.
10. All other supporting documents as required in the tender shall be attached.

Rates including of all taxes of the item quoted by the tenderer shall be submitted on their Letter Pad in clear terms, in words and in figures. The cutting & over-writing in the price bid is not valid. **The price quoted should be inclusive of all taxes. The option in the rates will not be entertained.**

**PRINCIPAL**  
**MODEL RESIDENTIAL**  
**POLYTECHNIC COLLEGE**  
**KUZHALLMANNAM.**

**PART-1**

**TENDER FOR PURCHASE OF  
FURNITURE FOR DRAWING TABLES AND STOOLS FOR  
Model Residential Polytechnic College Kuzhalmannam**

1. NAME OF THE FIRM : \_\_\_\_\_
2. CORRESPONDENCE ADDRESS WITH  
TELEPHONE NO. AND E-MAIL ID : \_\_\_\_\_
3. LOCAL ADDRESS WITH TELEPHONE  
NO. AND E-MAIL ID : \_\_\_\_\_
5. SALES TAX/VAT REGISTRATION  
PROOF : \_\_\_\_\_
6. LATEST SALES TAX/VAT RETURN : \_\_\_\_\_  
: \_\_\_\_\_  
: \_\_\_\_\_
7. Earnest Money Deposit (EMD) : Demand Draft No.:  
Date:  
Bank: Amount:
8. Certificate for the exemption of EMD if any : \_\_\_\_\_  
: \_\_\_\_\_
9. COPY OF TERMS AND CONDITION  
DULY SIGNED : \_\_\_\_\_

Signature and Seal OF TENDERER \_\_\_\_\_

NAME IN BLOCK LETTERS : \_\_\_\_\_

FULL ADDRESS : \_\_\_\_\_

SEAL

**PART-2**  
**PROFORMA FOR PRICE SCHEDULE**

**TENDER FOR PURCHASE OF FURNITURE – DRAWING TABLES AND STOOLS FOR USE AT**  
**Model Residential Polytechnic College Kuzhalmannam**

SI No.	Item Description	Quantity (Nos.)	Unit Price (with all taxes/ /freight/supply/ etc.) In Figure as well as in words
1	Drawing Table of Size 26" X 24" X 38" sloping model work by 1.5" square 18G CR pipe leg, 1X1 X1/8 MS angle frame with powder coated finish, Top with 18 mm thick pre laminated particle board with side teak wood reaper lapping and polish. <b>(as per your detailed sketch attached)</b>	75	
2	Drawing stool 14" X 14" X 24" slopping model work I X I Square 18G CR Pipe leg 1 X 1 X 1/8 MS angle frame with powder coated finish. Top with 25 mm thick pre laminated particle board side teak wood reaper lapping and polish. <b>(as per your detailed sketch attached)</b>	75	

- Note:**
- 1. RATES SHOULD BE OFFERED ONLY FOR ONE MODEL**
  - 2. OPTIONAL BID WILL NOT BE ENTERTAINED**
  - 3. NO CONDITION SHOULD BE INSERTED IN THE PRICE BID**

It is hereby certified that we have understood all the terms and conditions specified in the tender document and are thoroughly aware of the nature of job required to be done and goods/items to be supplied. We agree to abide by all the tender terms and conditions.

We hereby offer to supply the goods/items detailed above as you specify in the notification of award.

**Place:** \_\_\_\_\_ **(Signature and seal of Bidder)**

**Dated:**

NAME IN BLOCK LETTERS: \_\_\_\_\_

FULL ADDRESS : \_\_\_\_\_

All metal parts are powder coated in golden brown colour and Particle boards are with teakwood lapping on edges and polished.

