

NATIONAL POWER TRAINING INSTITUTE

(Ministry of Power, Govt. of India)

Southern Region,

Block-14, Neyveli 607 803

TENDER DOCUMENT

Supply of Chairs at NPTI(SR), Neyveli

NATIONAL POWER TRAINING INSTITUTE,
(Ministry of Power, Govt. of India),
Southern Region,
Block-14, Neyveli 607 803

No.NPTI(SR)/NEY/STR/2012-2013/2486

Dated:11.07.2012

NOTICE INVITING TENDER

Sealed tenders are hereby invited by the Principal Director, National Power Training Institute (Ministry of Power, Govt. of India) for supply of chairs, as per the Specification and the terms and conditions enclosed herewith from the authorized dealers / distributors / manufacturers who supplied furniture to the Govt. organization / reputed company for a value not less than Rs.2 Lakhs in a single order during last two years and proof for the same is to be enclosed with the tender.

1. Name of work : Supply of chairs
2. Estimated cost : Rs.2,87,000/-
3. Earnest Money Deposit : Rs.6,000/-
4. Period of Sale of Tender Document : From 16.07.2012 to 09.08.2012 up to 04.00 pm
5. Tender document Cost : Rs.500/-
6. Last date of receipt of tender : 10.08.2012 up to 01.00 pm
7. Date of opening the tender : 10.08.2012 at 04.30 pm
8. Place of Opening of Tender : Conference Hall, NPTI (SR), Neyveli
9. Tender documents can be obtained from : Office of the Principal Director, NPTI (SR), Neyveli /
Can be downloaded from www.npti.in or www.nptineyveli.in or www.tenders.gov.in
10. Tender documents can be submitted at : To drop in the Tender Box Placed with PS to Principal Director, NPTI(SR), Neyveli-3
11. Tenders to be addressed to : The Principal Director,
National Power Training Institute,
Southern Region,
Block - 14,
Neyveli - 607 803.

12. Delivery Period : Within four weeks from the date of placement of order.

The offer shall remain open for at least 90 days. Earnest money Deposit shall be accepted only in the form of demand draft drawn in favour of the NPTI(SR), Neyveli.

Sd/-
PRINCIPAL DIRECTOR

NOTICE INVITING TENDER

Important instructions: Terms & Conditions

Bid should be sealed envelope super-scribing tender No._____ Dt._____ for supply of chairs. The cover should be addressed to The Principal Director, National Power Training Institute, Southern Region, Block-14, Neyveli – 607 803

The Bid should contain the following:

1. EMD in the form of Demand Draft drawn in on any nationalized bank favour of NPTI(SR) payable at Neyveli.
2. If the tender document is downloaded from website, the cost of the tender document in the form of DD is to be enclosed.
3. The tenderer should enclose proof for supply of furniture for a value of Rs.2 Lakhs in a single order during last two years to any Government Organization / reputed company.
4. Delivery period to be indicated within four weeks from the date of placement of order.
5. Validity period to be indicated and should be minimum 90 days from the date of opening of the tenders
6. Agreement towards the payment terms of NPTI
7. The tender must contain all the relevant technical specifications of the items as per the tender document along with the relevant brochures / pamphlets. All the documents, specifications should be signed by authorized bidders with seal of the firm and date.
8. The rates are to be quoted in the Price Bid Format enclosed. If the bidder is quoting for different makes for a same item then details of Make of items, their rates should be separately indicated in the original price bid form
9. The price must be firm and final till the delivery of items inclusive of all taxes, Govt. levies and other duties on FOR destination basis.
10. The price must be quoted in figures and words.
11. Any overwriting should be countersigned by Authorized person

Signature of Bidder

General Terms and Conditions:

01. Delivery should be F.O.R destination basis i.e. NPTI (SR), Neyveli
02. Part supply is not allowed as per the supply order.
- 03. 90% of payment will be made on successful supply. Balance 10% of payment will be kept as Performance Guarantee for the period of warranty after supply or against the Bank Guarantee for the period of warranty.**
04. Offer should include freight, packing, forwarding, delivery, warranty, Installation and fixing charges. Taxes payable may be indicated separately.
05. If the last date for receipt of the tenders happens to be a holiday, the next working day shall be the due date.
06. In the event of successful bidder's failure to deliver the material as per order within the stipulated delivery period, the order is liable for cancellation and EMD will be forfeited.
07. The tender document is not transferable
08. The tenderers are advised to go through the tender documents, terms and conditions thoroughly and must sign all the pages.
09. In case of any dispute, the decision of Principal Director will be binding and final
10. NPTI will not be responsible for transit damages.
11. This institute is a training institution under Ministry of Power, Govt. of India, if any discount applicable for educational / training institution, the same may be indicated in your Price Bid.
12. NPTI reserves the right to cancel the tender without assigning any reason and to increase or decrease the quantity of any items mentioned overleaf.
13. NPTI reserves the right to place the split-up orders on each item as per the lowest quote in the tender.
14. The suppliers shall be responsible for the safety of the material during transit and loading and unloading. This office does not own any responsibility if the material is damaged during transit and Installation.

15. The rates to be quoted to our specification only, otherwise the bid will be rejected.

16. The suppliers who have already supplied the same type of chairs to various organizations / central / state / any reputed company, to mention the details and proof also to be enclosed.

17. NPTI reserves the right to reject any or all tenders without giving any reason / notice to the firm(s)

Signature of Bidder

PRICE BID FORMAT

Quotation No.

Date:

To
The Principal Director,
National Power Training Institute,
Block-14,
NEYVELI-607 803.

Dear Sirs,

I accept your Terms & Conditions as per your Tender
No.NPTI(SR)/NEY/STR/2012-13/ Dt. and quote
the following prices as per the specifications given in the annexure and
drawing.

A	Name of the Item	Per Unit Price Rs.	No. of Chairs	Total Price Rs.
1	Chairs for office staff		25	
2	Guest Chairs		10	
3	CBT room chairs (Computer Chairs)		10	
4	Warranty for	Months		
	Discount if any	Rs.		
	VAT & Surcharge if any	Rs.		
GROSS TOTAL				
	Delivery Period from the date of issue of work order	Weeks		
	Other provisions or facilities over and above the minimum specification	Not mandatory		

B List of Enclosures

Signature of the Authorised Person with Date

Full Address of the Firm with seal

ANNEXURE

TECHNICAL SPECIFICATIONS OF CHAIRS

Sl. No.	Description	Specification	Qty.
1	Chairs for Office Staff	Adjustable height with revolving seat canned with static back rest canned, without castors (firm standing) with wooden arms. Approximate seat frame size 20" x 18" or standard popular size	25 Nos.
2	Guest Chairs	Adjustable height with revolving seat with cushion and suitable base support with spring loaded back rest with cushion with castor with arms. Approximate seat frame size 18" x 18" or standard popular size	10 Nos.
3	CBT Room Chairs	Computer chair adjustable height, revolving with castors, with arms, with spring loaded back rest of standard popular size.	10 Nos.

CHECK LIST

Before submitting your quotation please confirm the following:

1. Sealed and Super-scribed in the outer cover "Tender for _____" and Tender Enquiry No. _____ due on _____
3. The Bid should contain
 - a. DD for Tender document amount of Rs.500/- if downloaded from website
 - b. DD for EMD amount of Rs.6000/-
 - c. Brochures / pamphlet should be enclosed along with the Bid and all the documents should be signed by the authorized person.
 - d. Enclose the list of clients / customers with proof for supplied furniture for not less than Rs.2 Lakhs in single order.
 - e. Enclose authorization letter in case representing their principals
 - f. Endorse your signature in the tender
 - g. Price Bid