

**MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY  
JAIPUR – 302017 (RAJ.)**

No. F5 ( 131 ) ST / MNIT/2008

Phone : 0141-2702710

Fax No. : 0141-2702710

To,

M/s .....

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**NOTICE INVITING QUOTATIONS**

1. Quotations are invited for the supply of **Drawing Class Furniture** required for **Civil Engg. Department** of this institute as per list attached/given overleaf **by 03.11.2008 at 12.30 PM** . The quotations will be opened on **03.11.2008 at 2.00 P.M** . The covers containing the quotations must be marked "**QUOTATION FOR DRAWING CLASS FURNITURE DUE ON 03.11.2008 at 12.30 PM**"
2. **THE RATES QUTOED SHOULD BE F.O.R. JAIPUR** inclusive of all charges e.g. packing, forwarding local taxes, railway freight, transit insurance, for outside firms and free delivery at Institute stores in the case of local firms. The rates may also be quoted separately "ex-godown/F.O.R. dispatching station. In case of Ex-Godown rates, please mention your packing and forwarding charges. Where there is no mention regarding delivery period in the quotations or where the items are offered ex-stock, the firms will be required to supply goods within one month's time.
3. Quotations should preferably be given only for those articles which are available ex-stock. Other items should be quoted separately giving the delivery period. Rates of imported goods be quoted excluding custom duty as this institution is exempted from payment of custom duty. The rates of indigenous equipments may be quoted without Excise Duty as this institute is exempted from payment of Excise Duty.
4. As far as possible, quotations should be given for goods of India manufacture and foreign goods which are readily available. Foreign goods quoted and proposed to be supplied should be covered by normal import quota of the dealer. This institute is exempted from payment of custom duty.
5. Detailed specifications and "make" of each item should be clearly given supported by the illustrated pamphlets wherever possible. Quotations without specifying the make and other particulars may be rejected. The payment will be made after the goods have been received, opened, checked and found to be in order up to our entire satisfaction. The accessories included in the equipment should also be clearly mentioned.
6. Losses or damage in transit will be in to the account of the supplier in case of rates **F.O.R. JAIPUR**. The supplier may, if he so desires, get the goods insured and include such charges in the tendered rate.
7. The payment for the ordered items would be made after the articles have been received and found in order. Normally payment shall be made through a crossed cheque within 30 days of the receipt of goods.

8. Your rates should be valid at least for six months from the last date of receipt of quotations.
9. All legal proceedings, if necessity arises to institute may be any of the parties (Institute or Contractor/Supplier) shall have to be lodged in the courts situated at Jaipur and not elsewhere.
10. The undersigned is not bound to accept the lowest tender and may reject any tender or any part of the tender without assigning any reason there of.
11. The rates must be quoted item-wise by giving Serial No. of our enquiry letter.
12. The quotations should preferably be sent duly typed.
13. (a) The Penalty Clause is as under :-

Should the tenderer fail to deliver the goods within the period specified in the tender form the purchasing officer may, at his discretion, allow an extension in time subject to recovery from the tenderer as agreed liquidated damages, and not by way of penalty, a sum equal to the percentage of the value of stores which the tenderer has failed to supply for period of delay as stated below:-

- |       |   |  |
|-------|---|--|
| (i)   | Delay up to one week                                  | 1%   |
| (ii)  | Delay exceeding one week but not exceeding two weeks  | 2%   |
| (iii) | Delay exceeding two weeks but not exceeding one month | 5%   |
| (iv)  | Delay exceeding one month                             | 5% for each month and part there of subject to maximum 10% |

(b) In case of failure to supply the goods within the prescribed time and in accordance with the specifications give in the Quotations, the institute shall be free to cancel the order and make purchases from the next higher tenderer or from the open market as the case may be. In that case the loss sustained by the institute shall be recovered from the defaulting supplier. The institute will be at liberty to recover the loss from the permanent earnest money/or any other pending claims of the supplier without prejudice to its general right to affect recovery from the supplier.

14. EARNEST MONEY : A Demand Draft for Rs. @ 2% of the quoted cost only in the name of the Registrar, M.N.I.T. may please be sent along with your tender as Earnest Money **without which no tender shall be considered. Cheques are not accepted as earnest money amount.** No interest is paid by us on the amount of earnest money.
15. Successful bidder will have to furnish. Performance security @ 10 % of the equipment cost, valid for 6 months in the form of Bank's Guarantee from Nationalize Bank.

**Specification & Map Enclosed.**

**(Stores Officer)**

**MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY, JAIPUR**

S. No.	Item Description	Unit	Quantity
1	Drawing Table: Drawing table frame made of 25mm x 25mm square MS pipe of 16 gauge thickness. Edges should be finished with Edge cutting machine, electric welded, finely Grinded and finished as per the satisfaction of Engineer-In-Charge. The frame will be in size 36"x24"x33" with 3" slanted in one side across the length. Table top shall be made of cold rolled (MS) sheet of 20 gauge thickness. Edge shall be rounded (or bend) with Edge bending Press with fine finish & properly matched corner joints, welded with gas welding, properly connected with tubular frame as per the satisfaction of Engineer-In-Charge. The front side of top will be riveted a protective strip of 2" x 36" to avoid fall of drawing board. The top will be supported by 3" wide strip inside. Table should be powder coated with all pre - treatment, in grey silk satin finish with oven baking for 45 minutes at 300 degree centigrade.	each	150 Nos.
2	Drawing Stool: Drawing stool frame shall be made of good quality Sal wood of size 28" height x 9" square at top x 15" square at bottom. The legs of stool will be 1.5" x 1.5" thick wood in square shape. The upper braces will be made of 2" x 1.5" x 9". The leg support will be in 2" x 1.5" x 15" size. The top of the stool shall be made of good quality first class teak wood of 12" dia round as per enclosed drawing, thickness of the stool top shall be 25 mm at periphery and 30 mm at the centre. Stool shall be painted with Synthetic Emulsion Paint (Wooden Finish).	each	150 Nos.

**Stores Officer**