

**National Institute of Hydrology,  
Jal Vigyan Bhawan, Roorkee 247667**

No. NIH/NHP Sectt../02/FUR./2017

Dated 21, March 2017.

To,

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Dear Sirs,

**Subject: Invitation for Quotations for Supply of Furniture items under  
National Hydrology Project (NHP).**

1. You are invited to submit your most competitive quotation for the Furniture Items as specified in Annexure A containing
  - i. Brief description of the items.
  - ii. Specifications.
  - iii. Quantity.
2. The Schedule of Supply of Furniture items is:

1.	Last date of submission of Tender (Quotation).	20 <sup>th</sup> April 2017 up to 1500 Hrs
2.	Date & Time of opening of Tender (Quotations).	20 <sup>th</sup> April 2017 at 1530 Hrs.
3.	Earnest Money to be deposited.	Rs.30,000/- (Rupees Thirty Thousand only) in the form of a Demand Draft/ Banker's cheque in favour of NIH Roorkee along with Quotation.
4.	Delivery Period/Installation.	The firm should clearly mention the delivery period, which normally should not be more than 30 (thirty) days.
5.	Place of Delivery.	FOR National Institute Of Hydrology, Roorkee.

3. The Government of India has received a credit from the International Development Association (IDA) in various currencies equivalent to Rs.1840 Crore in Indian currency towards the cost of the National Hydrology Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotation is issued.
4. **BID PRICE :**
  - a) The contract shall be for the full quantity as described in the Annexure A. Corrections if any, shall be made by crossing out, initialling, dating and re-writing.
  - b) Quotations should be inclusive of all packing and forwarding expenses, freight insurance charges. All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
  - c) Sales Tax in connection with the sale shall be shown separately. The specific rate of sales tax and surcharge on sales tax etc., may be quoted with a certificate that the ST/VAT charged have not been exempted under the Sales Tax Act/Rules and the amount charged on this account are correct.

If the firm does not mention percentage of CST/VAT/Service Tax Other charges etc., it would be presumed that the rates include all these and subsequently no request for changing them as extra shall be entertained in this regard.

The quotations should be submitted on your letterhead for the items as per the specifications/ requirement given in enquiry letter. **TIN number and Tax related papers shall also be attached with the quotation.**

- d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- e) The prices shall be quoted in Indian Rupees.
- f) **Each bidder shall submit only one Quotation in the format enclosed as Appendix B.** Complete descriptions, specifications and make of the goods should be given, Printed literature/ pamphlets should be sent with the quotations failing which the same may not be considered.
- g) **IMPORTANT:** Please provide the following information in your quotations:  
1. F.O.R. Conditions, 2. Taxes, 3.Payment, 4.Delivery conditions,  
5. Validity, 6. Warranty if any.
5. **Validity of Quotation:** Quotation should remain valid for a period not less than **ninety days** after the deadline date specified for submission.
6. **The firm should have successfully supplied Furniture items to Institutions during the last two years, Xerox copies of supply/purchase orders to be enclosed in support.**
7. **Evaluation of QUOTATIONS :** The National Institute of Hydrology (NIH) will evaluate and compare the quotations determined to be substantially responsive i.e., which  
a) Are properly signed; and  
b) Conform to the specifications.  
*The quotations would be evaluated for all the furniture items together.  
Sales Tax in connection with the sale of furniture items shall not be taken into account in evaluation.*
8. **Award of Contract:** The NIH will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- 8.1 Notwithstanding the above, the NIH reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 8.2 The bidder whose bid is accepted will be notified of the award of contract by the NIH prior to expiry of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order.
9. **PAYMENT :** Payment shall be made after satisfactory supply, actual receipts, inspection and approval and successful installation of the furniture items wherever necessary.
10. Normal commercial Warranty/Guarantee shall be applicable to the supplied items.
11. **ALL THE DISPUTES/ LITIGATION IF ANY WILL BE SUBJECTED TO ROORKEE/HARIDWAR JURISDICTION ONLY.**
12. We look forward to receiving your quotations and thank you for your interest in this project.

PURCHASER  
Procurement Officer (NHP),  
N.I.H. Jal Vigyan Bhawan,  
Roorkee- 247667, Uttrakhand  
Tel No. 01332 249230, 249333.FAX 01332 272123 e-mail  
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Furniture items proposed for procurement under the National Hydrology Project.

<u>No.</u>	<u>Description of furniture items</u>	<u>Qty</u>	<u>Specifications</u>
1	Computer Table(s)	<b>05</b>	Made of pre-laminated board,1000x600x750 mm, Keyboard pullout tray drawer with pre-laminated top
2	Computer chair(s)	<b>05</b>	Revolving chair with pvc base, suitable tapestry and adjustable height.
3	Office Table(s)	<b>04</b>	Office Table(s) made of MDF Board with drawer/computer side attachment with glass top size 1800x900x750 mm
4	Office Chair	<b>04</b>	Revolving High Back Heavy duty look wooden arms and wooden base adjustable height
5	Visitor chair	<b>20</b>	Chair with chrome plated arms base with pvc arms and leatherite back
6	Conference Table for 20 persons	<b>01</b>	Made of Pre-laminated board with top for 20 seats with corner thickness top 25 mm
7	Conference chair for Conference Table	<b>20</b>	Chair mid back revolving standard height adjustable with pvc base with arms .
8	Conference chair(s) Additional	<b>10</b>	Conference room chairs with arms, m.s./s.s. base, matching with conference table chairs.
9	Office Almirah	<b>06</b>	Steel almirah with Four Adjustable Shelf(78"x36"x19") powder coated 20-22 gauge.
10	Book case	<b>02</b>	Steel book case, powder coated with Glass door(4 shelf/locks) standard size,22 gauge.
11	Vertical 4 drawer cabinet	<b>02</b>	Steel cabinet 22 gauge, powder coated 4 drawers (54"x27"x18") sliding heavy duty channel

