

## INVITATION FOR QUOTATION

TEQIP-III/2018/iit/Shopping/38/4402

18-May-2018

To,

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### Sub: Invitation for Quotations for supply of Goods

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at Annexure I,

Sr. No	Brief Description	Quantity	Delivery Period(In days)	Place of Delivery	Installation Requirement (if any)
1	Seating Stools	80	30 Days	IIIT Guwahati, Bongora, Mirza, Dist: Kamrup, Assam, PIN:781125	Yes
2	workbench single sided - Type I	20	30 Days	IIIT Guwahati, Bongora, Mirza, Dist: Kamrup, Assam, PIN:781125	Yes
3	workbench single sided - Type II	20	30 Days	IIIT Guwahati, Bongora, Mirza, Dist: Kamrup, Assam, PIN:781125	Yes

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme[TEQIP]-Phase III** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.
3. Quotation,
  - 3.1 The contract shall be for the full quantity as described above.
  - 3.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
  - 3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price.
  - 3.4 Applicable taxes shall be quoted separately for all items.
  - 3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

- 3.6 The Prices should be quoted in Indian Rupees only.
4. Each bidder shall submit only one quotation.
  5. Quotation shall remain valid for a period not less than **30** days after the last date of quotation submission.
  6. Evaluation of Quotations,  
The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which
    - 6.1 are properly signed ; and
    - 6.2 confirm to the terms and conditions, and specifications.
  7. The Quotations would be evaluated for all items together.
  8. Award of contract:  
The Purchaser 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 Purchaser 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 Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
  9. Payment shall be made in Indian Rupees as follows:  
**Delivery and Installation - 100% of total cost**
  10. All supplied items are under warranty of **12** months from the date of successful acceptance of items.
  11. You are requested to provide your offer latest by **15:00** hours on **01-Jun-2018** .
  12. Detailed specifications of the items are at Annexure I.
  13. Training Clause (if any) **No**
  14. Testing/Installation Clause (if any) **Yes**
  15. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
  16. Sealed quotation to be submitted/ delivered at the address mentioned below,  
The Director  
Indian Institute of Information Technology Guwahati  
GNB Road, Ambari, Guwahati, Pin-781001
  17. We look forward to receiving your quotation and thank you for your interest in this project.

Sd/-  
(Authorized Signatory)  
Name & Designation  
Gautam Barua, Director, IIITG

## Annexure I

### Item Name:- Seating Stool

The details of single sided work bench are given as:

**Base** – The 550mm five pronged base is made out of MS CRCA Chrome plated.

**Plastic Buffer Feet** – Specially designed plastic feet for stability and protection of floorings.

**Footrest-** An adjustable tubular footrest made of 19mm Round hollow tube with plastic insert and chrome plated finish.

The seating stool should have stem assembly (Gas lift).

**Seating structure and upholstery** – Seat is made of 12mm plywood/metal in round shape fitted with 16mm T-nuts which are riveted in to the wood. They are cushioned with 50mm thick upholstery.

**Fasteners** – High quality metal screws and high-tension fasteners.

**Capacity** – All stools must comply to bear a minimum weight carrying capacity of 150 kgs.

All metallic structures must be rust-proof and must be durable for 7 years, which must be endorsed by OEM warrantee. All equivalents and colour scheme of the product must be approved by the institute.

### **DIMENSIONS:--**

OVERALL CHAIR HEIGHT	: 830mm Max, 630mm (Min.)
SEAT PAN DIA	: 400mm
FOOTREST DIA	: 350mm
OVERALL CHAIR DEPTH	: 580mm



Figure 1: Schematic of Seating Stool for Laboratory.

## **Item Name:-Workbench Single Sided – Type I**

Based on the market survey, the details of single sided work bench are given as:

**Overall Size: 1800 mm × 1000 mm × 1650 mm (LBH)**

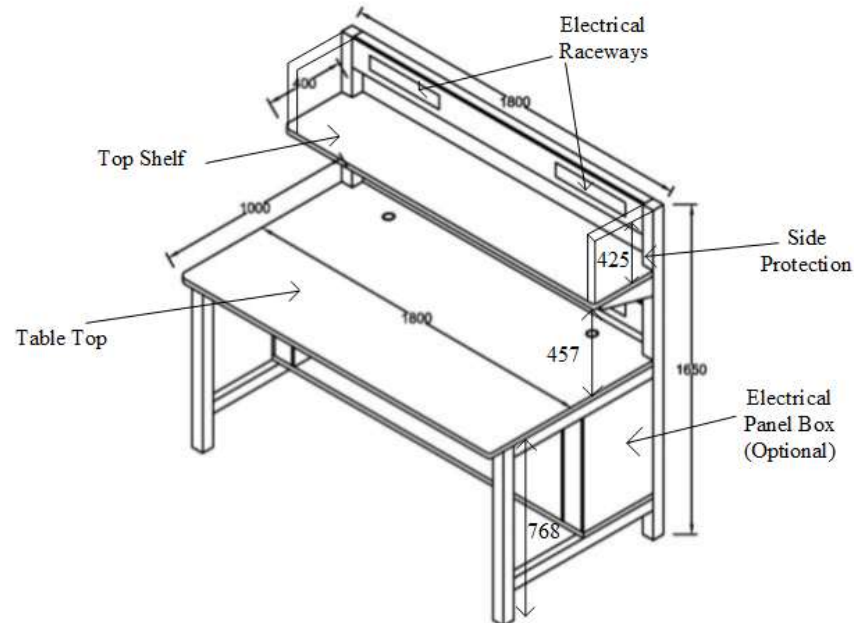


Figure 1: Schematic of workbench for Robotics Laboratory

**Frame Work:** Vertical Leg members are made from SHS of size 60mm x 60mm x 3.2mm thick and the horizontal members supporting the Table Top and the vertical legs at skirting level of size 60mm x 40mm x 3.2mm thick.

(i) The top shelf is of size 40mm x 20mm x 2mm thick and brackets made from 3.0mm thick CRCA MS sheet metal fixed onto the vertical section of the workbench. The bottom shelf is mounted on 40mm x 20mm x 2mm sections for the entire length and on 60mmx40mmx3.2mm sections for the width at the skirting level.

(ii) Two electrical panel boxes are provided on both sides of the workbench from the skirting level up to the table top level to install electrical sockets. The Electrical raceway and panel box facias must be installed on various threaded metal inserts for durability of the mounting system and ease of maintenance. And all the electrical raceways / panel boxes must also be provided with adequate electrical insulation for metal components.

Four level adjusters (12mm) shall be provided under the bottom of the table for an adjustment up to 10mm.  
Static Load Capacity: One thousand kilograms.

**TABLE TOP:** 25mm thick Pre-laminated particle board conforming to IS Standard (Make: Century / Equivalent) with 0.8mm thick edge banding (Make: Rehau or equivalent). Two PVC wire manager grommet holes shall be provided on the worktop. Epoxy coated finishing should be applied to all the parts of the structure.

**SHELVES:** 18mm thick Pre-laminated particle board conforming to IS Standard (Make: Century / Equivalent) with 0.8mm thick PVC edge bend (Make: Rehau, Germany) .A shelf protection, as shown in Fig.1, should be attached to avoid sliding of the equipment.

All metallic structures must be rust-proof and durable for at least 7 years, which must be endorsed by OEM warrantee. All equivalents and colour scheme of the product must be approved by the institute.

## Item Name:-Workbench Single Sided – Type II

Based on the market survey, following are the details for the workbenches to be used in Embedded System Lab.

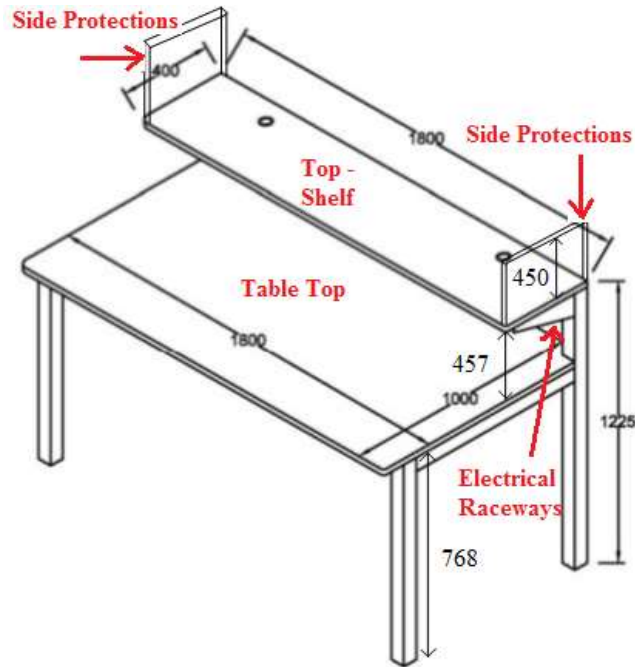


Figure 1: Schematic of workbench for Embedded Systems Laboratory

- **OVERALL SIZE:**( 1800mm X 1000mm X 1225mm (LBH)) X 2 as two benches will be combined together back to back to form a single workbench unit.
- **FRAMEWORK:** Vertical Leg members are made from SHS of size 60mmx60mmx3.2mm thick (Conforming to IS:4923 specifications) and the horizontal members supporting the Table Top are made from RHS of size 60mmx40mmx3.2mm thick.
- The top shelf is mounted on brackets made from 3.0mm thick CRCA MS sheet metal (Conforming to IS 513:1994 specifications) fixed onto the vertical section of the workbench.
- One electrical raceways made from 1.6mm thick CRCA MS sheet metal (Conforming to IS:513 specifications) is fixed on the vertical section of the workbench just below the top shelf with a 12mm pre-laminated particle board fascia conforming to Grade II Type II of IS 12823 specification (Make: Century / Equivalent) with 0.8/1.5 mm thick PVC edge bend (Make: Rehau or equivalent) for mounting electrical switch, sockets, etc.

- The Electrical raceway Facias must be installed on threaded metal inserts for durability of the mounting system and ease of maintenance. And the electrical raceways must also be provided with adequate electrical insulation for metal components.
- Four level adjusters (12mm) shall be provided under the bottom of the table for an adjustment up to 10mm.  
Static Load Capacity: One thousand kilograms.
- TABLE TOP: 25mm thick Pre-laminated particle board conforming to IS Standard (Make: Century / Equivalent) with 0.8/1.5 mm thick PVC edge bend (Make: Rehau or equivalent) .
- SHELVES: 18mm thick Pre-laminated particle board conforming to IS Standard (Make: Century / Equivalent) with 0.8/1.5 mm thick PVC edge bend (Make: Rehau or equivalent) Two PVC Wire manager grommet holes shall be provided on the shelves. A shelf protection, as shown in Fig.1, should be attached to avoid sliding of the equipment.
- All metallic structures must be rust-proof and durable for at least 7 years, which must be endorsed by OEM warrantee. All equivalents and colour scheme of the product must be approved by the institute.

**FORMAT FOR QUOTATION SUBMISSION**

(In letterhead of the supplier with seal)

Date: \_\_\_\_\_

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sl. No.	Description of goods (with full Specifications)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Sales tax and other taxes payable	
						In %	In figures (B)
<b>Total Cost</b>							

Gross Total Cost (A+B): Rs. \_\_\_\_\_

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. \_\_\_\_\_ (Amount in figures) (Rupees \_\_\_\_\_ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of \_\_\_\_\_ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No: \_\_\_\_\_