



INDIAN MARITIME UNIVERSITY

(A Central University, Govt. of India)

KOLKATA CAMPUS

No. IMU-KC/Furniture/18-19

Date: 29.08.2018

Sub: Quotation for procurement of Executive Chairs at IMU-KC

Sealed quotations are invited towards procurement 10 nos. Executive Chair (Godrej make or equivalent standard) for visitors at IMU-KC. The specifications are as follows:

- Chair Type With Arms
- Without Castors
- Frame Type Cantilever
- Type of Seat and Backrest Padded with Polyurethane Foam
- Arm Material Padded Cushion Upholsted With Leather Leatherite On Metal
- Frame Material CRCA ERW round pipe
- Thickness of Polyurethane Foam Used in Seat IN MM (+/- 3 mm) 50 mm
- Thickness of Plywood used in Seat ± 1 (mm) 12 mm
- Thickness of Plywood used in Backrest IN MM (± 1 mm) 12 mm
- Material of Fabric Back Cover leatherite
- GSM/Thickness of Fabric ± 5 (Gram per Sq Meter) 80 Gram per Sq Meter
- Material of Fabric of Seat Cover black leatherite
- Thickness of Polyurethane Foam Used in Backrest IN MM (+/- 3 mm) 50 mm
- Arm Width ± 2 (mm) 25 mm
- Seat Depth ± 10 (mm) 650 mm
- Size of Material (mm) 16 SWG 30 mm round pipe
- Chair Height ± 15 (mm) 1000 mm
- Backrest Height ± 10 (mm) 550 mm
- Seat Width ± 10 (mm) 600 mm
- Backrest Width ± 10 (mm) 550 mm
- Seat Height IN MM ± 5 (mm) 460
- Arm Length ± 5 (mm) 200 mm
- Paint Type powder coated on MS
- Should be compliant with : ISO 14001:2015, ISO 18001:2007 & ISO 9001:2015
- Should have BIFMA certification

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Bidders are requested to submit their rates in the following format:

Sl. No.	Details of item	Quantity	Rate per unit (in Rs.)	Applicable Taxes per unit	HSN Code	Total rate per unit (including taxes)	Total amount (Rs.)
A	B	C	D	E	F	$G = D+E$	$H = C \times G$
1		10 nos.					
Total Amount							

Terms & Conditions:

1. Quality item would be preferred and only lowest bidder will not be the criteria for evaluation. Warranty period : Atleast 1 year.
2. Bidders are to quote their rates strictly as per above format in their letterhead with official stamp and signature.
3. The rates quoted should be inclusive of delivery but excluding Taxes which should be stated separately as mentioned above.
4. Items should be delivered preferably within 2 (two) weeks of placing order.
5. Rate quoted should be valid for a period of two months from the last date of submission of quotation. IMU-KC may place further orders during the said period depending on requirements.
6. Submission of multiple bids by a single firm will lead to rejection of the bids and IMU-KC may black list such firms from future participation.
7. IMU-KC reserves the right to split the order between different bidders.
8. Last date of submission of quotation is 18.09.2018.
9. The quotation is to be submitted in sealed envelope clearly subscribing "Quotation for Visitor Chair".
10. The envelope should be addressed to the Director, Indian Maritime University, P – 19 Taratala Road, Kolkata — 700 088 and to be deposited in tender box kept at Dy. Registrar's office (1st floor, Room No. 130) or can be sent by post within due date.
11. Payment will be made through Bank Transfer after successful delivery of the items and their acceptance.
12. The envelopes are to be sealed properly with gum and not by stapler pin.

Sd/-
Purchase Committee