



# भारतीय समुद्रीय विश्वविद्यालय Indian Maritime University

(केन्द्रीय विश्वविद्यालय, भारत सरकार / A Central University, Govt. of India)  
कोलकता परिसर / Kolkata Campus



IMU-KC/Furniture/22-23

Date: 05.07.2022

Sub: Quotation for Repairing of Canned Chairs (Wooden / Steel / Easy Chairs) of  
IMU - Kolkata Campus

Sealed quotations are invited towards repairing of Canned Chairs (Wooden / Steel / Easy Chairs) for IMU – Kolkata Campus.

The repairing work includes the following:

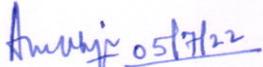
- a. Canning work to be undertaken with new PVC Cane (Colour: White) for about 200 nos. of surface area (seat & back) of following sizes:
  - 17” x 18”
  - 14” x 16”
  - 20” x 20”
- b. Re-fitting of frame of seat to be undertaken for 08 nos.

**Terms & Conditions:**

1. The repairing should be completed within 21 days from the date of the Work Order.
2. Interested bidders may visit the campus, located at P-19, Taratala Road, Kolkata – 700 088 in any working day (Monday to Friday) except Holidays within 10.00 AM to 05.00 PM towards verification / inspection of said chairs, for which the above work would be undertaken, before submission of their quotations.
3. The agency shall depute skilled worker at the site of the campus towards undertaking said repairing work. No item would be allowed to be taken out of the campus for work.
4. Submission of multiple bids by a single firm directly or through related firms will lead to rejection of the bids and IMU-KC may black list such firms from future participation.
5. Payment would be transferred through NEFT upon submission of the Bill/Invoice duly certified by the competent authority of IMU-KC after successful completion of the work.
6. The rate quoted should be inclusive of all charges except applicable tax, which has to be mentioned separately.
7. The rates quoted should be valid for two months from the last date of submission of quotation.
8. Last date of submission of quotation is 19.07.2022.

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9. The envelope should be addressed to the Dy. Registrar, Indian Maritime University, P – 19, Taratala Road, Kolkata — 700 088 and deposited in the Tender Box kept at the Dy. Registrar's office (1<sup>st</sup> floor, Room No. 130) or can be sent by post.
10. The envelopes are to be sealed properly with gum and not by stapler pin.
11. The quotation is to be submitted in sealed envelope clearly subscribing "Quotation for Repairing of Canned Chairs (Wooden / Steel / Easy Chairs) for IMU-KC".
12. Bidders should submit their quotations in the letterhead of the respective firms, duly stamped and signed, failing which the quotation may be rejected by the competent authority of IMU-KC.
13. Evaluation of the submitted quotations would be undertaken based on the total amount quoted against repairing.
14. During the period of repairing IMU-KC reserves the right to increase or decrease the quantity of Chairs to be repaired. Accordingly, the firm should raise the Bill/Invoice on the actual quantity repaired.
15. Notwithstanding anything specified in this letter inviting quotation, IMU-KC at its sole discretion, unconditionally and without assigning any reason, reserves the right:
  - To accept or reject lowest bid or any other bid or all the bids.
  - To accept any bid in full or in part.
  - To reject the bid offer not conforming to the tender conditions.
16. Micro and Small Enterprises should provide valid MSME certificate along with the quotation.
17. MSME quoting within the price band of L1+15% shall be allowed to undertake the work up to 25% of the tender quantity subject to the condition that such Enterprises bring down their price to L1 price where L1 price is from other than a Micro and Small Enterprise. If L1 offer is from a Micro / Small Enterprise, this provision will not be applicable. In case more than one Micro and Small Enterprise is there within this span, the supply shall be shared proportionately to the tender quantity. For availing the advantage of L1+15%, bidders have to provide the MSME certificate along with the quotation.

  
O.I.C. – Purchase