



# NATIONAL LAW INSTITUTE UNIVERSITY

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Ref. No. 3242/NLIUB

Dated: 15.10.2024

## Notice Inviting Quotations

Sealed quotations are invited by Registrar on Behalf of University from reputed authorized dealers/suppliers for the Supply of Office Chair at NLIU, Bhopal as specified in technical specification. The agency quoted rates should be inclusive of material, and labour complete in all respect. **The Agency has to enclose its self-attested copies of PAN Card and GST Number along with the sealed envelope. The Agency should also enclose the certificate of ISO 45001: 2018 / ISO 13485 :2016 / ISO 9001: 2015 / ISO 14001: 2015/AIOTA /BIFMA LEVEL- 2 / GREEN GUARD/ GREEN PRO/ Indoor Advantage™ Gold / GRIHA/GRIHA V.3 criterion: 34/ GRIHA V.2015 criterion: 31/ AND SAVAGRIHA criterion:14.** The quotations with specific rates for the under mentioned item will be received up to 12.00 pm on 19/10/2024 and will be opened on the same day at 3.30 PM. The agency shall download the prescribed format our website: [www.nliu.ac.in/tender](http://www.nliu.ac.in/tender).

The quotation should be addressed to the REGISTRAR, NATIONAL LAW INSTITUTE UNIVERSITY, NEAR KERWA DAM ROAD, BHOPAL-462044, superscribing the envelope with "Supply of Office Chair at NLIU, Bhopal".

**Mode of Submission of Bids:** - Bidders has to submit the bids in **two** separate envelopes as mentioned below:

### 1. Envelope-1 Technical Bid

In this envelope, the bidders have to mandatorily submit the following documents in support of their eligibility: -

- Self- attested GST copy of the firm.
- Self-attested PAN copy.

### 2. Envelope-2 Financial Bid

In this envelope, the bidders have to submit the rates quoted for this work as per the Financial Bids attached with this Notice Inviting Quotation.

**Note: - Bidders who will not submit their bids as mentioned above in separate envelope their bids for this work will not be considered.**



### **Technical Specification of the Office Chair:-**

#### **1.Revolving Chair with Synchronic tilt mechanism:**

- i. Type of chair: High Back
- ii. Tilt mechanism Synchronic tilt mechanism
- iii. Locking mechanism: 3 Position locking
- iv. Seat depth adjustment: Fixed type
- v. Seat height adjustment : 100 mm
- vi. Revolving mechanism: Designed with 360 degree-revolving type
- vii. Pedestal base : Aluminium die cast
- viii. Minimum thickness (in mm) of MS Plate Joining the backrest with seat of the chair: 2 millimeter
- ix. Seat material : PU foam
- x. Density of PU used in seat (kg per cubic meter) $>50$
- xi. Thickness of PU used in seat (mm) : 60
- xii. Minimum seat height from floor surface (mm) $>400\leq 500$
- xiii. Width of seat (mm) $>500$
- xiv. Depth of seat (mm) : 470
- xv. Seat upholstery material: Leather
- xvi. Backrest type: Flexi back
- xvii. Backrest height: 800 mm
- xviii. Backrest support type: Contoured back / Without lumber support
- xix. Backrest base frame material: Hot pressed plywood
- xx. Density of PU used in backrest (kg per cubic meter) $\leq 30$
- xxi. Thickness of PU used in backrest (mm) $>50$
- xxii. Width of backrest (mm) $>500$
- xxiii. Backrest height from the seat level $>550$
- xxiv. Backrest upholstery material: Leather
- xxv. Armrest type and arm movement: Fixed
- xxvi. Armrest understructure material: Wooden
- xxvii. Warranty period in number of years: 1 year

#### **Terms and Conditions:**

1. Sealed Quotations are invited for "Supply of Office Chair at NLIU, Bhopal".
2. The work is of urgent nature and is to be completed within 02 days after issue of work order.
3. Warranty: 12 Months.
4. In case, the date of submission/opening of tenders happens to be holiday, the tenders shall be received / opened on the next working day.
5. The right to accept a bid will rest with the National Law Institute University, Bhopal.
6. In case, the vendor fails to comply the terms & conditions, the University may terminate the



contract without assigning any reason and is free to dispose of the waste paper items in such a manner as may be deemed appropriate.

7. It will be the responsibility of the vendor for the safety towards work and the cost towards transportation, packing, loading, unloading etc. will also be borne by the vendor himself.
8. Quotation should reach the Registrar office as mentioned. University is not responsible for any kind of postal delay.
9. All the applicable taxes shall be deducted from bill.
10. Compensation of delay of work will @ 1% per week on account of non-completion of work within stipulated period to a maximum of 10% of the gross value of the work order.
11. Payment will be made within 20 days after acceptance of the items and on submission of the following document. a) Invoice of Bills in Duplicate b) Bank Account Details for e-payment.
12. Bidder shall not pay any bribe to any officer of NLIU for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of NLIU asks for bribe/gratification, It shall immediately report it to the Appropriate Authority in NLIU.
13. Canvassing in any form in connection with the tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing are liable for rejection. Such rejected tenders will not be returned. No bidder shall try to influence directly or through external source, the Buyer on any matter relating to its bid, from the time of publication of NIQ till the time the contract is awarded.

✓  
17/10/24  
Registrar



Ref. No. :- 3242 /NLIUB

Dated: 15-10-2024

Name of the Work: Supply of Office Chair at NLIU, Bhopal.

Name of the Firm/Agency:

Sr. No.	Description of Items	Qty	Unit	Rate per piece (In Rupees)	Total Amount (In Rs.)  = Qty * Rate per piece
				(In Figures)	
1	Revolving Chair with Synchronic tilt mechanism	01	Each		
	GST @18%				
	Total (In Figures)				
	GRAND TOTAL (In Words)				

Note: 1. All Statutory deduction will be made as per prevailing rates.

2. No rows and columns should be left blank. In case price already included in the basic price and break up cannot be given or there is no cost, same may be indicated in the column or row as "Included " or " Not applicable " or "Nil" as may be appropriate.

Date:

Place:

Signature:

Name:

Designation:

