Tender for Supplying Office Furniture (Chair, table etc.)
At
All India Institute of Medical Sciences, Rishikesh
Date: 10/05/2016

Date & Time of Pre bid meeting 19/05/2016 at 03.00 PM
Last Date & time of submission of bid 01/06/2016 at 03.00 PM
Date & time of Opening of bid 01/06/2016 at 03.30 PM

All India Institute of Medical Sciences, Rishikesh
Virbhadra Marg, Rishikesh-249201, Uttarakhand,
Phone: 0135-2462915

Email: tenderaiimsrishikesh@gmail.com,
Web-site www.aiimsrishikesh.edu.in
Chapter I- Instruction to bidders

Notice Inviting Tender for Supplying Office Furniture (Chair, table etc.)

1. The AIIMS, Rishikesh, Uttarakhand, invites sealed tender under two-bid system from manufacture and their authorized dealers/distributor for supply of the “Office Furniture – Chairs, Tables”. You are requested to quote your best offer along with the complete details of specifications, terms & conditions.

2. The interested manufacture and their authorized dealers/distributors are required to submit the technical and financial bid separately. The bids in Sealed Cover-1 containing “Technical Bid” and Sealed Cover-II containing “Financial Bid” should be placed in a third sealed cover super scribed Tender for supply of the “Office Furniture (chair, table etc)”. Tender documents containing detailed information/terms and conditions for the purpose can either be obtained from the Sr. Administrative Office, AIIMS, Rishikesh from 10/05/2016 to 01/06/2016 between 10.00 AM To 02.00 PM on non-refundable payment of Rs. 1135/- (Rupees one thousand one hundred thirty five only) or can be download from website www.aiimsrishikesh.edu.in. Those who download the tender document from website should enclosed the DD for Rs. 1135/- (Rupees one thousand one hundred thirty five only) (non-refundable) in favor of AIIMS Rishikesh payable at Rishikesh, which shall be of not later from 31/05/2016 along with their bid. The bid security (EMD) for Office Furniture as given in table-1 below tender documents should be paid in the form of DD/FD/TD/CD in favor of “AIIMS, Rishikesh” payable at Rishikesh and will be placed in cover-1 with technical bid. The Tender Documents are not transferable.

3. Sealed Tender duly super scribed “Tender for Office Furniture –Chairs, Tables ” addressed to the undersigned may be sent by post so as to reach by 3.00 P.M. on or before 01/06/2016 or dropped in the Tender Box keeped at Tender Office of AIIMS, Rishikesh not later than 3.00 P.M. of 01/06/2016. Tender received after stipulated date/time shall not be entertained under any circumstances. The Tender will be opened on the same day at 03.00 P.M. at Tender Office of AIIMS, Rishikesh in the presence of the tenderers or their representatives who may like to be present.

4. The pre bid conference would be held on 19/05/2016 at 03.00 PM in the Tender Opening Room, AIIMS, Rishikesh. All firms representative who are attending the pre bid meeting, shall produce an authorisation letter from their firm on the firm’s letter head. They are required to put their query in writing before the committee.

5. Any future clarification and/or corrigendum(s) shall be communicated through Administrative Officer on the AIIMS, Rishikesh website www.aiimsrishikesh.edu.in.

6. Bidder should necessary enclose a covering letter mentioning a summary of applied document with proper numbering & mentioning the name of item & its brand & model No. Secondly bid should also attach a compliance sheet as per specification mentioning they are complying to all specification or have any variation.

Sr. Administrative officer
AIIMS Rishikesh
Tel No. 0135-2462915.

Sign of bidder
Subject: - Notice Inviting Tender for Supplying Office Furniture for All India
Institute of Medical Sciences, Rishikesh

1. **Earnest Money :**

   Earnest money by means of a DD/FD/TD/CD those firm quote for all items will have to submit EMD of Rs 6,47,200/- (Six Lakh forty seven thousand two hundred) and who quote for individual items can submit partly EMD mentioned against each item in favour of AIIMS Rishikesh, payable at Rishikesh may be enclosed with the quotation (Technical Bid). It is also clarified that the quotations received without earnest money will be summarily rejected.

   a) No request for transfer of any pervious deposit of earnest money or security deposit or payment of any pending bill held by the ministry in respect of any previous work will be entertained.

   b) Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fail to observe and comply with stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.

   c) Bidders are not allowed to submit more than one bid for the same/similar tendered item else all his bids shall be cancelled thereby making him disqualified in addition to the forfeiture of the EMD.

   d) Tenders without Earnest Money or Tender cost will be summarily rejected.

   e) No claim shall lie against the AIIMS in respect of erosion in the value or interest on the amount of EMD.

   f) Unsuccessful tenderers earnest money will be returned to them without any interest after the expiration of 30 days from the conclusion of the Contract.

2. **Preparation and Submission of Tender :**

   The tender should be submitted in two parts i.e. Technical Bid and Financial Bid. The Technical Bid and the Financial Bid should be sealed by the bidder in two separate covers "Technical Bid for Tender for Supply of Office Furniture (Chair, table etc.) "and "Financial Bid for Tender for Supply of office furniture (chair, table etc.) ". Both Sealed Envelopes should be kept in a main/ bigger envelope superscribed as “Tender for Supply of Office Furniture (Chair, table etc)"

3. **Signing & sealing of Tender :**

   The individual signing the tender or other documents connected with contract must specify whether he sign as:

   (a) A sole proprietor of the concern or constituted attorney of such sole proprietor ;
(b) A partner of the firm, if it is a partnership firm in which case he must have authority to execute the contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.

(c) Director or a principal officer duly authorized by the Board of Directors of the Company, if it is a company.

N.B.

(1) In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.

(2) In the case of partnerships firm, where no authority to refer disputes concerning the business of partnership firm has been conferred on any partner, the tender and all other related document must be signed by all partners of the firm.

(3) A person signing the tender form or any document forming part of the tender on behalf of another person should have an authority to bind such other person and if, on enquiry it appears that the person so signing had no authority to do so, AIIMS, Rishikesh may without prejudice, cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.

(4) The tenderer should sign and affix his firm’s stamp at each page of the tender and all its annexure as the acceptance of the offer made by tenderer will be deemed as a contract and no separate formal contract will be drawn. NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS NOTICE INVITING TENDER.

(5) The tender shall not contain any erasure or overwriting except as necessary to correct any error made by the tenderer.

4. **Opening of Tender:**

   AIIMS, Rishikesh will open the tenders at the specified date & time at tender opening room. The tenderer is at liberty to present either him or authorize not more than one representative to be present at the opening of the tender. The representative present at the opening of the tender on behalf of the tenderer should bring with him a letter of authority from the tenderer and proof of identification.

   **Financial bids will be open to only those bidders who submitted their sample by or before opening of financial bid and whose sample is passed by a technical committee after technical evaluation.**

   Sign of bidder
5. **Validity of the bids:**

   The bids shall be valid for a period of six months from the date of award of work.

6. **Right of acceptance:**

   AIIMS, Rishikesh reserve the right to accept or reject any or all tenders /quotations without assigning any reason there of and without incurring any liability what so ever to the effected tenderer and also does not bind itself to accept the lowest quotation or any tender.

   Any failure on the part of the tenderer to observe the prescribed procedure and any attempt to canvass for the work will prejudice the tenderers quotation or any tender.

7. **Communication of Acceptance**

   AIIMS, Rishikesh will notify the successful tenderer in writing by registered/speed post/Fax etc. that its tender for goods & services, which have been selected by the purchaser has been accepted.

8. **Right of Acceptance**

   AIIMS, Rishikesh reserves all right to reject any tender including of those tenderers who fails to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of this Institute in this regard will be final and binding. Any failure on the part of the contractor to observer the prescribed procedure and any attempt to canvass the work prejudice the contractor’s quotation.

9. **Performance Security :**

   The successful tenderer will be required to furnish a Performance Security Deposit of 10% of tender amount in the form of BG/FD/TD/CD from any Nationalized/Schedule Bank duly pledged in the name of the All India Institute of Medical Sciences, Rishikesh, payable at Rishikesh. The performa for performance security deposit is attached with the tender document.

   The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non–observance of any condition of contract or for unsatisfactory performance or non–observance of any condition of the contract. Security will be discharged after completion of tenderer’s performance obligations (including Comprehensive maintenance contract period) under the contract.
10. **Corrupt Practices:**

    The tenderer is required to observe the highest standard of ethics during procurement & execution of contract. AIIMS Rishikesh have right to reject proposal for award if it finds that the tenderer has engaged in corrupt of fraudulent practices in competing for the contract in question. An undertaking on this behalf shall be given in the format enclosed with this tender document.

10 (i). Bidders are not allowed to submit more than one bid anytime during the tendering process for the same/similar tendered item else all his bids shall be cancelled thereby making him disqualified in addition to the forfeiture of the EMD

11. **Delivery & Installation :**

    The Furniture shall be delivered within 30 days of issue of supply order. Satisfactory installation / commissioning and handover of the furniture will be completed within two weeks from the date of receipt of the furniture at the AIIMS, Rishikesh premises.

12. **Inspection, Testing and Quality control**

    (i) The purchaser or its nominal representative will inspect and test the ordered goods and the related services to confirm their conformity to the contract specification and other quality control details incorporated.

    (ii) The Purchaser reserves the right for stage inspection during manufacturing process, pre-dispatch inspection or post-delivery inspection. The Purchaser as deemed fit shall resort to all these inspection or may waive off any of the inspection.

    (iii) Stage Inspection: The Supplier shall offer semi-finished product without paint for stage inspection supported with invoice & test report of major raw material as per relevant specification standards.

    (iv) Before resorting to Bulk Manufacture, the supplier shall offer/send the prototype/actual finished sample for approval by the Inspector. The approval of Samples shall be in respect of workmanship and finishing and shall be without prejudice to the rights of purchaser/user to get random testing of items during pre-dispatch inspection or form the actual lot offered. In the event of the failure of the supplier to deliver the sample by the date specified in the contact or any other date agreed by the purchaser or in the event of rejection of the sample second time, the purchaser shall be entitled to cancel the contract and purchase the stores at the risk and cost of the supplier.

    (v) The Inspector shall have full and free access at any time during the execution of the contract to the supplier's work for satisfying himself that the goods are being manufactured in accordance with the specification mentioned in the Contract, and he may require the Supplier to make
arrangements of inspection of the goods or any part thereof or any material at his premises or at any other place specified by the Inspector and if the Supplier has been permitted to employ the services of a sub-inspection of the goods after they have been inspected by the Inspector for the purpose aforesaid. The decision of the purchaser/inspection authority in this regard shall be final and binding on the Supplier. All terms and condition of the contract as they apply to the inspection shall also apply to the re-inspection.

(vi) The Supplier shall provide, without any extra charge, all material, tools, labour and assistance of every kind which the Inspector may demand of him for any test, and examination, which he shall require to be made on the Supplier's premises and the Supplier shall bear and pay all costs attendant thereon. If the Supplier fails to comply with condition aforesaid, the Inspector shall, in his sole judgement, be entitled to remove for test and examination all or any of the goods manufactured by the Supplier to any premises other than his (Supplier's) and in all such cases the Supplier's shall bear the cost of transport/and carrying out such tests elsewhere. A certificate in writing of the Inspector, that the Supplier has failed to provide the facilities and the means for test and examination, shall be final.

(vii) The Supplier shall also provide and deliver for test, free of charge, at such place other than his premises as the Inspector may specify such material or goods as he may require for tests for which Supplier does not have the Facilities or special/independent tests. The Inspector shall have the right to put all the goods or materials forming part of the same or any part thereof to such tests as he may think fit and proper. The Supplier shall not be entitled to object on any ground whatsoever to the method of testing adopted by the Inspector. Goods accepted by the purchase/AIIMS, Rishikesh and/or its inspector at initial inspection and in final inspection in terms of the contract shall in no way dilute purchaser’s (AIIMS, Rishikesh) right to reject the same later.

(viii) The Purchaser's Inspector reserves the right to draw samples through random sampling method after receiving the finished goods at destination. All the supplies shall be accompanied with the Manufacturer's certificate that the material conforms to the specifications.

Further more if, on the goods being rejected by the Inspector or AIIMS, Rishikesh at the destination, the Supplier fails to make satisfactory supply within the stipulated period of delivery the Purchaser shall be at liberty to:

(a) Require the Supplier to replace the rejected goods forthwith but in any event not later than a period of 10 days from the date of rejection and the Supplier shall bear all cost of such replacement, including freight, if any, on such replacing and replaced goods but without being entitled to any extra payment on that or any other account.

(b) Purchase or authorize the purchase of quantity of the goods rejected or
Tender Enquiry. No.24/Furniture/116 (II) /2016-RISH (ADMN)

goods of a similar description when goods exactly complying with particulars are not available in the opinion of the Purchaser, which shall be final, readily available without notice to the supplier at his risk and cost and without affecting the Supplier's liability as regards the supply of any further instalment due under the contract, or

(c) Cancel the contract and purchase or authorised the purchase of the goods or goods of a similar description (when goods complying with particulars are not in the opening of the Purchase, which shall be final, readily available) at the risk and cost of the Supplier.

(d) The Inspector shall have the power:-

(i) Before any goods or part thereof are submitted for inspection to certify that they cannot be in accordance with the contract owing to the adoption of any unsatisfactory method of manufacture.

(ii) To reject any goods submitted as not being accordance with particulars.

(iii) To reject the whole of the instalment tendered for inspection, if after inspection of such portion thereof as he may in his discretion think fit, he is satisfied that the same is unsatisfactory.

(iv) To demand all cost incurred in the inspection and/or test. Cost of test shall be assessed at the rate charged by the Laboratory to private persons for similar work However if goods are accepted all cost incurred shall be born by the Purchaser.

Inspector's decision as regards the rejection shall be final and binding on the Supplier

13. **Guarantee / Warranty:**

(i) The on-site replacement warrant shall remain for a period of 36 Month from the date of recording of acceptance of goods at site.

(ii) During warranty period, the supplier is required to visit AIIMS, Rishikesh's site at least once in 4 months commencing from the date of delivery of the goods for preventive maintenance of the goods.

(iii) If the supplier having been notified, fails to respond to take action to replace the defect(s) within 10 days the purchaser may proceed to take remedial action(s) as deemed fit, at the suppliers risk & cost.

(iv) In the event of any correction of defects or replacement of defective material during the warranty period, the warranty for the corrected or replaced material shall be extended to a further period of 36 months.

(v) Free maintenance services shall be provided by the supplier during warranty period.

Sign of bidder
14. **Liquidated Damages**

The time for the date of delivery/ dispatch stipulated in supply order shall be deemed to be essence of the contract and if the supplier fails to deliver or dispatch any consignment within the period prescribed for such delivery or dispatch in the supply order, liquidated damages may be deducted from the bill @ 0.5% per week subject to maximum of 10% of the value of the delayed goods or services under the contract. The competent authority of the institute may also cancel the supply. In such a case, bid security of the supplier shall stand forfeited.

15. **FORCE MAJEURE:**

If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, explosion, epidemics, quarantine restriction, strikers lockout or act of God (hereinafter referred to as events) provided notice of happening of any such eventuality is given by party to other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries have been so resumed or not shall be final and conclusive.

Further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, AIIMS, Rishikesh party may, at least option to terminate the contract.

16. **Insolvency etc.:**

In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified AIIMS, Rishikesh shall have the power to terminate the contract by giving written notice to the supplier. Such a termination shall not prejudice any right or remedy which has accrued or will accrue thereafter to the purchaser.

17. **Breach of Terms and Conditions:**

In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by AIIMS, Rishikesh. In that event the security deposit shall also stands forfeited. Non performance of any of the contract provisions will disqualification a firm to participate in tenders issued by AIIMS Rishikesh for the next five years. In the event of making alternative purchase, the supplier will be imposed penalty apart from forfeiture of security deposit.
18. **Subletting of Work:**

   The firm shall not assign or sublet the work/job or any part of it to any other person or party without having first obtained permission in writing of AIIMS, Rishikesh, which will be at liberty to refuse if thinks fit. The tender is not transferable. Only one tender shall be submitted by one tenderer.

19. **Right to call upon information regarding status of work:**

   The AIIMS, Rishikesh will have the right to call upon information regarding status of work/job at any point of time.

20. **Terms of payment:**

   100% payment shall be made receipt and acceptance of material by consignee after the successful installation of the ordered goods against the submission of invoices in triplicate along with inspection report original copy of work order/supply order and receipt voucher of central stores.

21. **Patent Rights:**

   In the event of any claim asserted by a third party of infringement of copyright, patent, trademark or design right arising out of use of the goods or any part therof, the supplier shall extinguish such claims. The supplier shall be responsible for the companies.

22. **Arbitration:**

   In case of Dispute or difference between the parties relating to any matter arising out of this contract, the same shall be settled in accordance with the arbitration & conciliation act, 1996 by sole arbitrator. The sole arbitrator shall be appointed by agreement between the parties. Arbitration proceedings shall be held at AIIMS, Rishikesh, Rishikesh/Dehradun as agreed between the parties & the language of arbitration proceedings & that of all documents & communications between the parties shall be either Hindi or English.

   The decision of arbitrator shall be final & binding upon both the parties. The cost & expenses of the proceedings will be paid as determined by the arbitrator. However, the expenses incurred by each party in connection with the preparation, presentation etc, of its proceedings shall be borne by party itself.

23. **Saving Clause:**

   No suit, prosecution of legal proceedings shall lie against AIIMS, Rishikesh or any person for anything done in good faith in pursuance of tender.

24. **Legal Jurisdiction:**

   The agreement shall be deemed to have been concluded in Rishikesh,
Tender Enquiry. No.24/Furniture/116 (II) /2016-RISH (ADMN)

Uttarakhand and all obligations hereunder shall be deemed to be located at Rishikesh/Dehradun, Uttarakhand and Court within Rishikesh/Dehradun, Uttarakhand will have Jurisdiction to the exclusion of other courts.

25. **Applicable Law** :

The contract shall be interpreted in accordance with the laws of union of India.

26. At the time of awarding the contract, the purchaser reserves the right to increase or decrease up to twenty five (25%), the quantity of goods and services mentioned in the schedule(s) in the ”Schedule of Requirements“ (round of to next whole number) without any change in the unit price and other terms & conditions quoted by the bidder.

27. If the quantity has not been increased at the time of the awarding the contract the purchaser reserves the right to increase up to twenty five (25%), the quantity of goods and services mentioned in the contract (rounded of to next whole number) without any change in the unit price and other terms & conditions mentioned in the contract, during the currency of the contract after one year from the date of Purchase Order.

I/We hereby accept the terms and conditions given in the tender.

(Signature & Stamp of the bidder)

Note : Please sign each page of document including terms & conditions & tender.
UNDERTAKING ON FRAUD & CORRUPTION (FOR BIDDER)

We............................................................... do hereby undertake that, in competing for (and if the award is made to us, in excluding) the subject contract for supply of Office Furniture/Equipments under tender reference No........................... ................................................................. We shall strictly observe the terms & conditions against fraud, corruption & mal practices in force in the country.

(Dated Signature of the Tenderer with stamp of firm)

Date:
Place:
Table –I

**Items for the AIIMS Rishikesh**

**Details of items & their tentative quantity and EMD**

(To be submitted on the letterhead of the company / firm)

<table>
<thead>
<tr>
<th>Sr.No</th>
<th>Name of Item</th>
<th>Quantity required</th>
<th>EMD each items in Rupees</th>
<th>Total EMD</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Centre Table Glass</td>
<td>99 Nos.</td>
<td>21,600/-</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Clerical Table</td>
<td>334 Nos.</td>
<td>73,700/-</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Computer Chairs</td>
<td>240 Nos.</td>
<td>21,000/-</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Computer Table</td>
<td>156 Nos.</td>
<td>22,500/-</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Conference Room Chair</td>
<td>214 Nos.</td>
<td>41,500/-</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Conference Table 10 seater</td>
<td>11 Nos.</td>
<td>16,500/-</td>
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</tr>
<tr>
<td>7</td>
<td>Conference Table 20 seater</td>
<td>3 Nos.</td>
<td>12,000/-</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Examination Table for Student</td>
<td>532 Nos.</td>
<td>27,500/-</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Faculty Chair</td>
<td>126 Nos.</td>
<td>44,500/-</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Faculty Table</td>
<td>124 Nos.</td>
<td>65,500/-</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Faculty Visitor's Chair</td>
<td>234 Nos.</td>
<td>36,000/-</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>General Purpose chair with arm rest</td>
<td>1200 Nos.</td>
<td>71,700/-</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>General Purpose chair without arm rest</td>
<td>275 Nos.</td>
<td>20,500/-</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Glass Door Cabinet</td>
<td>96 Nos.</td>
<td>34,000/-</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>HOD Chair</td>
<td>52 Nos.</td>
<td>37,000/-</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Round Table</td>
<td>23 Nos.</td>
<td>14,000/-</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Student Chair with Desklet</td>
<td>480 Nos.</td>
<td>43,500/-</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Waiting Chair 3 Seater SS</td>
<td>194 Nos.</td>
<td>52,000/-</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Office Table</td>
<td>9 Nos.</td>
<td>3,500/-</td>
<td></td>
</tr>
</tbody>
</table>

**Sign of bidder**
Chapter III
Specifications and allied Technical Details

Parameters and Technical Specifications for Executing the Work:

1. The participant: manufacture/companies having own manufacturing units or their authorized dealer can only participate. Proof of manufacturing is to be attached. Client may also visit and inspect the manufacture set up as deemed fit.

2. Technical committee shall inspect the samples before opening of financial bid on following parameters:-
   (a) Fit & Finish
   (b) Ease in assemble
   (c) Durability
   (d) Fit for application
   (e) Knock down assembly.

3. In case Dealer is submitting the quote, Dealer has to get the authorisation manufactures firm for participating the tender.

4. Company/manufacturer/firm must have warehouse in the city or within Uttarakhand. (Enclosed Address details) The company/manufacturer should be maintaining their office/warehouse in the city/state since last 5 years. Copy of shop and establishment act registration certificate to be enclosed for giving proof of establishment.


6. Manufacturer shall have In house quality assurance lab in which quality tests shall be tested on regular basis as per IS/ASTM standards. Certificate from any NABL certified LAB should be enclosed or at least certificate to be enclosed that instruments/equipment’s used for testing by manufacturer are calibrated by any NABL approved LAB.

7. The firm should be registered and should have the turnover of Rs. 5,00,00,000/- (Rupees Five Carors only) for the last three consecutive years.

8. The firm has to submit a proof of turnover as mentioned above supported by documentary materials.

9. The delivery of the items will have to be made at AIIMS, Rishikesh. No transportation/cartridge charges will be provided for the same.

10. The rate quoted should be firm and final and written in ink or typed against each item and should in no case be overwritten.

Sr. Administrative Officer,
AIIMS, Rishikesh.

Sign of bidder
## Chapter – IV Contract Form

**TENDER FORM – 1 – TECHNICAL INFORMATION AND UNDERTAKING.**
(Tenderer may use separate sheet wherever required)

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Details of the Firm/Bidder</th>
<th>Page No.</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Name &amp; Address of the Tenderer/ Concern</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>State clearly whether it is Sole proprietor or Partnership Firm or a Company or a Government Department or a Public Sector Organisation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Name and address of service centre nearby Rishikesh</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Whether Bidders have quoted for each and every item mentioned in Chapter V (Yes/No).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>List of Major Customer may be given on a separate sheet and proof of satisfactory supply, if any</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Proof of the last three year’s turnover of the firm which should not be less than Rs. 5 crores continuously for the preceding three years duly attested by a CA.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Permanent Account Number</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>VAT/Service Tax Registration Number/TIN No. with Proof</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>Whether copies of authenticated balance sheet by a CA for the past three years enclosed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>Have you previously supplied these items to any government/reputed private organization? If yes, attach the relevant proof. Please provide a notarised affidavit on Indian Non Judicial stamp paper of Rs. 10/- that you have not quoted the price higher than previously supplied to any government Institute/Organisation/reputed Private Organisation or DGS&amp;D rate in recent past. <strong>If you don’t fulfill this criteria, your tender will be out rightly rejected.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>Acceptance of terms &amp; conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and submit as part of tender document with technical bid. Otherwise your tender will be rejected.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td>Any other information important in the opinion of the tenderer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td>Please submit a notarised affidavit on Indian Non Judicial stamp paper of Rs. 10/- that no case is pending with the Police against the Proprietor/firm/partner or the Company (Agency). Indicate any convictions in the past against the Company/firm/partner. Please also declare that proprietor/firm has never been black listed by any organization.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Sign of bidder
Tender Enquiry. No.24/Furniture/116 (II) /2016-RISH (ADMN)

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Details of the Firm/Bidder</th>
<th>Page No.</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DD/FD/TD/CD No.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Date Payable at</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note:

(i) In case of non-fulfilment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

(ii) Page number/serial number may be given to each and every page of Tender Documents and photocopies of the documents attached. Mention Page number, wherever the copy (ies) of the document(s) is kept.

(Dated Signature of the Tenderer with stamp of firm)

Date:
Place:

**Undertaking**

1. That I/we have carefully studied all the terms & conditions of NIT and shall abide by it.
2. That I/We shall supply the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.

(Dated Signature of the Tenderer with stamp of firm)

Date:
Place:
### Chapter-V-
Format for Financial Bid
(To be submitted on the letterhead of the company / firm)

<table>
<thead>
<tr>
<th>Sr.No</th>
<th>Name of Item</th>
<th>Quantity required</th>
<th>Unit rate inclusive VAT/Taxes and other expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Centre Table Glass</td>
<td>99 Nos.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Clerical Table</td>
<td>334 Nos.</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Computer Chairs</td>
<td>240 Nos.</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Computer Table</td>
<td>156 Nos.</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Conference Room Chair</td>
<td>214 Nos.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Conference Table 10 seater</td>
<td>11 Nos.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Conference Table 20 seater</td>
<td>3 Nos.</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Examination Table for Student</td>
<td>532 Nos.</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Faculty Chair</td>
<td>126 Nos.</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Faculty Table</td>
<td>124 Nos.</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Faculty Visitor's Chair</td>
<td>234 Nos.</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>General Purpose chair with arm rest</td>
<td>1200 Nos.</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>General Purpose chair without arm rest</td>
<td>275 Nos.</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Glass Door Cabinet</td>
<td>96 Nos.</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>HOD Chair</td>
<td>52 Nos.</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Round Table</td>
<td>23 Nos.</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Student Chair with Desklet</td>
<td>480 Nos.</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Waiting Chair 3 Seater SS</td>
<td>194 Nos.</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Office Table</td>
<td>9 Nos.</td>
<td></td>
</tr>
</tbody>
</table>

1. L1 will be decided on the basis of unit cost. If two or more bidders emerged as L-1, the L-1 will be decided on higher turnover.

2. I/We have gone through the terms & conditions as stipulated in the tender enquiry document and confirm to accept and abide the same.

3. No other charges would be payable by the Institute.

**Place:**

**Signature of Bidder**

**Name**

**Business Address**

**Date:**

**Seal of the Bidder**

Sign of bidder
Chapter – VI
Specification of furniture

Annexure-1

Specification of Glass Table

1- Length – 120 cm
2- Width – 60 cm
3- Height – 75 cm
4- Made of Stainless Steel with glass panel
1. SEAT/BACK: The seat and back are made up of 1.2 cm thick hot pressed plywood, upholstered with fabric and molded Polyurethane foam, together with molded seat and back covers. The back foam is designed with contoured lumbar support for extra comfort. Back Size: 44.0 cm(W) x 47.0 cm(H). Seat Size: 52.0 cm(W) x 48.0 cm(D)

2) POLYURETHANE FOAM: The Polyurethane foam is molded with density = 45 +/− 2 kg/m3 and Hardness = 20 +/− 2 kg. on Hampden machine at 2.5% compression.

3) SEAT / BACK COVERS: The seat & back cover are injection molded in black Co-polymer Polypropylene.

4) ARMRESTS (FIXED): The one-piece armrests are made of black integral skin polyurethane reinforced with M.S. insert with 50-70 Shore ‘A’ hardness. The armrests are scratch and weather resistant. The armrests are fitted to the seat with armrest brackets made of 0.5cm. thick. HR steel.

5) PERMANENT CONTACT MECHANISM: The permanent contact mechanism is designed with the following features: 360° revolving type, 14° maximum back-tilt only. Upright position locking. Tilt tension adjustment.

6) PNEUMATIC HEIGHT ADJUSTMENT: The pneumatic height adjustment has an adjustment stroke of 9.0 cm.

7) TELESCOPIC BELLOW ASSEMBLY: The bellow is 3-piece telescopic type and is injection molded in black Polypropylene.

8) PEDESTAL ASSEMBLY: The pedestal is fabricated from 0.2cm. thick CR steel, powder coated and fitted with an injection molded black Polypropylene hub cap and 5 nos. twin wheel castors (center wheel dia. 5.0cm.) The pedestal is 60.0cm. Pitch centre dia. (70.0 cm with castors).

9) TWIN WHEEL CASTORS: The twin wheel castors are injection molded in Black Nylon.
1.) Load Bearing Capacity Table Top: 35 Kgs.
Shelf: 12.5 Kgs.
Drawer: 5.6 Kgs.
2.) Overall Size (Width X Depth X Height): (+/-1) mm Length: 1200 Width: 600 Height: 7503.) 18mm Prelam MDF Board, 3mm Prelam MDF Board edging 4.) Metal Parts:
1) BM Slide for Keyboard
   1. Castor Mounting Plate
   2. Locking Bracket
   3. Angle Clit
- Conference Room Chair (Matching)

1. **SEAT BACK ASSEMBLY**: The seat is made up of 1.7 cm thick hot pressed plywood upholstered with fabric and moulded Polyurethane foam. The back is made up of 1.2 cm thick hot pressed plywood upholstered with replaceable fabric upholstery covers and moulded Polyurethane foam. The back ply and foam is designed with contoured lumber support for comfortable seating posture. Back Size 48 cm (W) x 45.5 cm (H). Seat Size 51 cm (W) x 48 cm (D).
2. **POLYURETHANE FOAM**: The polyurethane foam for seat and back is moulded with density = 45 +/- 2 kg/m³ and Hardness = 20 +/- 2.
3. **ARMRESTS (FIXED)**: The armrest top is made of moulded polyurethane (PU) and mounted on to a fixed type M.S. tubular armrest support chrome plated. The arm support has static vertical adjustment of +/- 1.5 cm.
4. **FRONT PIVOT SYNCHRO MECHANISM**: The mechanism is designed with the following features: 360° revolving type. Single point control. Front pivot for tilt with feet resting on ground ensuring more comfort. Tilt tension adjustment. 4-position locking with anti-shock feature. Seat back tilting ratio of 1:2 (1° Seat Tilt / 2° back tilt).
5. **FIXED BACKREST**: The backrest consists of a fixed type mechanism i.e no back up/down adjustment.
6. **PNEUMATIC HEIGHT ADJUSTMENT**: The pneumatic height adjustment has an adjustment of 8-10 cm.
7. **PEDESTAL ASSEMBLY**: The pedestal is fabricated from steel, hard chrome plated and assembled with injection moulded black polypropylene hub cap and 5 nos. twin wheel castors (taper wheel dia. 5.0 cm). The pedestal is 60 cm. Pitch-center dia. (76.0 cm with castors).
8. **TWIN WHEEL CASTORS**: The twin wheel castors are injection moulded in black Nylon.

---

Sign of bidder
**Annexure-5**

**Tender Enquiry. No.24/Furniture/116 (II) /2016-RISH (ADMN)**

**10 Seater, Item no. 10**

**20 Seater & Item no. 20**

**50 Seater**

**Modular Conference Table**

<table>
<thead>
<tr>
<th>Size</th>
<th>Dimensions (mms)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Seater</td>
<td>760 W x 600 D</td>
</tr>
<tr>
<td>Two Seater</td>
<td>1360 W x 600 D</td>
</tr>
<tr>
<td>Half Round (2 Seater)</td>
<td>R 713</td>
</tr>
<tr>
<td>Quarter Round (1 Seater)</td>
<td>R 713</td>
</tr>
</tbody>
</table>

**Work surface**

- Top thickness 37.5 (18mm + 18mm + 0.6 mm DL + 0.4mm Membrane)
- Edge profile Waterfall Edge 10mm radius on top edge and 5mm at bottom.
- Made from 36mm PFB (18+18) having a straight profile with half round edges and clad with 0.6mm thick Post Forming laminate. Overall thickness of leg is 37.2mm.

**Legs**

- Made from PLT (Prelaminated Two) boards of 18mm thick.

**Modesty Panel**

- Made of MDF

**Wire Manager**

- Made from 0.6mm thick CRCA painted.

**Carrier Cover**

- Made of 12mm thick MDF Painted all over.

**Substrate Skin**

- PVC Membrane foil (0.4mm thick) clad on the substrate MDF using PU glue for better adhesion. This foil is pre-coated with layer of polyurethane for better scratch resistance.

*Note: Please quote the rate module wise*
Tender Enquiry. No.24/Furniture/116 (II) /2016-RISH (ADMN)

- Student Exam Desk 600 mm X 600 mm

<table>
<thead>
<tr>
<th>Elements</th>
<th>Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Desk Panel</td>
<td>The panels are made from 18mm thk Pre-Laminated Boards with PVC edge banding on all sides.</td>
</tr>
<tr>
<td>Understructure</td>
<td>Made of Dia 19.05 x 1.26 mm thk powder-coated ERW tubes at base.</td>
</tr>
<tr>
<td></td>
<td>The storage shelf is made from 0.6mm thk. Powder coated MS sheet which is affixed below the desktop.</td>
</tr>
<tr>
<td></td>
<td>Hooks are provided on either side of the Vertical Frames of the desk, for hanging bags/ bottles. They made from 6.0 mm dia. MS rods.</td>
</tr>
<tr>
<td></td>
<td>Level adjustors are provided to take care of unevenness in floor.</td>
</tr>
</tbody>
</table>

Dimensions (mms)

<table>
<thead>
<tr>
<th>Model</th>
<th>W</th>
<th>D</th>
<th>H</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam desk</td>
<td>600</td>
<td>400</td>
<td>740</td>
</tr>
</tbody>
</table>
1) SEAT/BACK ASSEMBLY: The seat is made up of 1.2cm. thick hot-pressed plywood, upholstered with pure leather (Black) at body contact areas and polyurethane foam. The back is made up of Dia 10mm M.S tubular frame, upholstered with pure leather (Black) at body contact areas.

2) POLYURETHANE FOAM: The polyurethane foam for the seat is of density = 32 ±2 kg/cu.m and for the back is of density = 24 ±2 kg/cu.m.

3) ARMRESTS (ADJUSTABLE): The armrest top is soft touch upholstered with pure leather mounted on tan injection moulded height adjustable type armrest.

4) SYNCHRO MECHANISM: The mechanism is designed with the following features: 360 degree revolving type. Single point control. Tilt tension adjustment. 5-position locking with anti-shock feature.

5) CONNECTING SPINE BRACKET: Spine bracket is made of M.S. plate connecting the back with mechanism.

6) PNEUMATIC HEIGHT ADJUSTMENT: The pneumatic height adjustment has an adjustment stroke of 6.5±0.5 cm.

7) PEDESTAL ASSEMBLY: Pedestal is made of High Pressure Die-cast Aluminum fitted with 5 nos. twinwheel nylon castors (caster wheel diameter 8.0 cm). The pedestal is of 65.0cm Pitch Center Diameter and with castors the outer dimension is 75.0 cm.

113-121 HEIGHT (H), 75DEPT H 75(D), WIDTH (W) 42.5 - 50.5, SEAT HEIGHT (SH)
Tender Enquiry. No.24/Furniture/116 (II) /2016-RISH (ADMN)

Facultly Office Table set

- Main table and ERU Top and side panel made up of 25 mm thick plain MDF board (MDF) clad with 0.6 mm thick post formed laminate and 1mm thick Backing Laminate (BDL).
- Flat edge duly sealed with 2mm thick PVC Beading.
- The Modesty is 18mm thick plain MDF board (MDF) with 1mm thick decorative laminate (DL) on both sides.
- Edge sealed with 2mm thick PVC beading.
- The Hinge door back unit top made up of 25 mm thick plain particle board (PPB) clad with 0.6 mm thick post formed laminate and 1mm thick Backing Laminate (BDL)
- Flat edge duly sealed with 2mm thick PVC Beading. The door partitions and shelves are made up of 18mm thick plain MDF board (MDF) with 1mm thick decorative laminate (DL) on both sides.
- Edge sealed with 2mm thick PVC beading. It has Black Color Metal Pedestal without Castors.
- Size: Table - 1500 X 750 X 740 mm
- ERU - 1050 X 520 X 705 mm
- Back Unit - 1200 X 520 X 705 mm

- The drawer unit shall be welded assembled with 0.6mm thick CRCA steel for body shell, 1.3 mm thick CRCA top and bottom stiffeners and 0.8mm thick CRCA rear side stiffeners. Drawers shall be provided with double extension precision ball slide with 10 lever Cam lock and centre locking arrangement, finished with epoxy polyester powder coat of thickness of 50 microns.
1) SEAT.BACK ASSEMBLY: The seat is made up of 1.2cm. thick hot-pressed plywood, upholstered with pure leather (Black) at body contact areas and polyurethane foam. The back is made up of Dia 10mm M.S tubular frame, upholstered with pure leather (Black) at body contact areas.

2) POLYURETHANE FOAM: The polyurethane foam for the seat is of density = 32 ±2 kg/ cu.m and for the back is of density = 24 ±2 kg/cu.m.

3) ARMRESTS (ADJUSTABLE): The armrest top is soft touch upholstered with pure leather mounted on to an injection moulded height adjustable type armrest.

4) LEG FRAME ASSEMBLY (9N12AX): Leg frame welded assembly is made from 38mm X 15mm X 1.2mm elliptical MS ERW tube with base plate for seat fixing.

65.5HEIGHT (H), 75 DEPTH (D), 75WIDTH (W), 44 SEAT HEIGHT (SH)
- General Purpose Chair with arm rest

1) SEAT/BACK ASSEMBLY: The seat and back are made up of 1.2 cm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam with PVC lipping all around. The back foam is designed with contoured lumbar support for extra comfort. Mid back Chair 49.0cm (W) x 47.0cm (H) SEAT SIZE: 49.0cm (W) x 44.0cm (D)

2) POLYURETHANE FOAM: The polyurethane foam is moulded with density = 45 +/- 2 l/h.n3 and Hardness = 20 +/- 2 on Hampden machine at 25% compression.

3) TUBULAR FRAME: The tubular frame is cantilever type 8 made of Dia.2.54cm (1") x 14 BG M.S. E.R.W. tube and black powder coated. With nylon grommets
1) SEAT/BACK ASSEMBLY: The seat and back are made up of 1.2 cm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam with PVC tipping all around. The back foam is designed with contoured lumber support for extra comfort. Mid back Chair 49.0cm (W) x 47.0cm (H) SEAT SIZE: 49.0cm (W) x 44.0cm (D)
2) POLYURETHANE FOAM: The polyurethane foam is moulded with density = 45 +/- 2 kg/m3 and Hardness = 20 +/- 2 on Harmiln machine at 25% compression.
3) ARMRESTS: The one-piece armrests made of black integral skin polyurethane with 50-70 Shore ‘A’ Hardness and reinforced with M.S. insert. The armrests are scratch and weather resistant. The armrests are fitted to the seat with seating mechanism connecting strip assembly made of 0.5cm. thick HR steel.
4) TUBULAR FRAME: The tubular frame is cantilever type made of Dia 2.54cm (1") x 14 BG M.S. E.R.W. tube and black powder coated
Glass Door Cabinet

1. Product Size: 915 mm (W) x 486mm (D) x 1981* mm (H) Height
2. Construction & Material: Welded construction. 0.8 mm thk CRCA for Shelf & 0.9 mm thk CRCA for all other components.
3. Door: Glasses fitted to full height steel frame.
4. Locking: 2 way locking mechanism with shooting bolt.
5. Handle: Chrome plated brass handle
6. Shelving: Height wise Adjustable Shelves 4 Nos. Uniformly Distributed Load Capacity per full shelf is 80 Kg maximum
7. Leveler: M10 Screw type leveler with hex plastic base. (add 10mm to unit height and additional 10mm for adjustment.)
8. Finish: Epoxy Polyester Powder coated to the thickness of 50 microns (+/-5)

Sign of bidder

Page 29 of 36

Virbhadra Marg, Rishikesh, Uttarakhand-249201. Phone: 0135-2462915, Fax: 0135-2462940, Website: www.aiimsrishikesh.edu.in
HOD Chair

1. SEAT/BACK ASSEMBLY: The seat is made up of 1.2 cm. thick hot pressed plywood upholstered with leather and moulded Polyurethane Foam. The back foam is designed with contoured lumber support for extra comfort. Back Size: 53.0cm.(W) X 79.0cm.(H) SEAT SIZE: 49.0cm.(W) X 48.0cm.(D)

2. POLYURETHANE FOAM: The polyurethane foam is moulded with density = 45 ±/− 2 kg/m3 and Hardness = 20 ±/− 2 on Hamilton machine at 25% compression.

3. SEAT-BACK CONNECTING SPINE: The seat and back are arrested together with a 9.0cm. (w) spine made of 0.6cm thick. HR steel. The spine is black powder-coated.

4. ARMREST ASSY: The armrest assy. comprises of three parts viz. the armrest support tube and P.U. armrest and the armrest top. The armrest tube assy. is made of 2.54cm(1") x 16 BG. M.S. E.R.W. support tubes and Chrome plated. The P.U. armrest is made of black integral skin polyurethane with 50-70 shore 'A' Hardness and reinforced with M.S. insert. The armrest top is made of ABC & upholstered with foam & leather.

5A. FRONT PIVOT SYNCHRO TILT MECH. (for PCH-0200R/0201R): The mechanism is designed with the following features: 360° revolving type. 12" Seat tilt 19" Black tilt. Front pivot for tilt with feet resting on ground ensuring more comfort. Tilt tension adjustment. 5-position locking with anti-shock back mechanism, which prevents the backrest from impacting the user when the lock is released.

6. PNEUMATIC HEIGHT ADJUSTMENT: It has an adjustment stroke of 9.0 cm.

7. BLOW MOULDED BELLOW (for PCH-0200R/0201R): The bellow is 1 piece and blow molded in black Polypropylene.

8. PEDESTAL ASSY: The pedestal & made of die-cast aluminum with buffing finished. It is fitted with 5nos. twin wheel castor. The pedestal is 67.0 cm pitch-center dia. (77.0 cm with castors).

9. TWIN WHEEL CASTORS: The twin wheel castors are injection molded in black Nylon.
**Specification of Round Table**

1. Diameter - 100 cm  
2. Height – 75 cm  
3. Made of wood with glass panel
1) SEAT/BACK ASSEMBLY: The seat and back are made up of 1.2 cm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam with PVC tipping all around. The back foam is designed with contoured lumbar support for extra comfort.

Back Size: 49.0cm. (W) X 47.0cm. (H)
SEAT SIZE: 49.0cm. (W) X 44.0cm. (D)

2) POLYURETHANE FOAM: The polyurethane foam is moulded with density = 45 +/- 2 kg/m3 and Hardness = 20 +/- 2 on Hounson machine at 25% compression.

3) TUBULAR FRAME: The tubular frame is cold-rolled type & made of Dia. 2.5cm. (1") x 14 BG M.S. E.R.W. tube and black powder coated. The Arment Tube of Dia. 2.5cm. (1") x 14 BG M.S. E.R.W. tube is welded to mainframe. The desklet is fitted on the right hand side.

4) DESKLET ASSEMBLY: The wooden desklet is made of 1.8cm. thk. pre-laminated chipboard with 2mm. thk. P.V.C tipping all around. SIZE: 54.0cm. (W) X 29.0cm. (D).

5) ARMRESTS: The armrests are made from chemically treated & seasoned wood with black melamine polish.

6) PAPER TRAY: The paper tray is made of 0.3mm. thin M.S. wire spot welded to form a mesh. It is black powder coated. SIZE: 14.5cm. (W) X 35.0cm. (D).
Non-Magnetic SS perforated sheet, seat and back shell made of high quality steel makes it strong and durable. 1600mm (L) x 685 (H) x 555 (D).

Legs and Armrests are made of cold rolled steel and are chrome plated for long life. Armrests and legs are anti rust and anti scratch.
The desk comprises of a Worktop, Side panels and Modesty panel and a freestanding pedestal. The desk unit is assembled with suitable KD fittings and hardware. Each side panel is provided with a cutout laying cables for the monitor and other computer accessories.

<table>
<thead>
<tr>
<th>Elements</th>
<th>Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Worktop</td>
<td>Made from 25 mm Thick Pre-laminated Particle board. All the edges are sealed with 2 mm thick PVC edge band all around</td>
</tr>
<tr>
<td>Side Panels</td>
<td>Made from 25 mm Thick Pre-laminated Particle board. All the edges are sealed with 2 mm thick PVC Edge band on the user side and 0.8 mm on the Top and Bottom Side. The side panels have 7 glide screws each for leveling of the desk.</td>
</tr>
<tr>
<td>Modesty Panel</td>
<td>Made from 18 mm Thick Pre-laminated Particle board. All the edges are sealed with 0.8 mm thick PVC edge band all around</td>
</tr>
<tr>
<td>Freestanding Pedestal</td>
<td>The freestanding pedestal is made from 18 mm Pre-laminated Particle board with a combination of 2mm and 0.8 mm PVC Edge band on all the exposed surfaces as per requirement. The drawers are provided with suitable slides for smooth operation. All the pedestal drawers are centrally locked with a single key</td>
</tr>
</tbody>
</table>
BANK GUARANTEE FORM FOR PERFORMANCE SECURITY / CMC SECURITY

To

Sr. Administrative Officer
All India Institute of Medical Sciences
Rishikesh,
Virbhadra Marg,
Rishikesh-249201

WHEREAS __________________________ (Name and address of the supplier) (Hereinafter called “the supplier”) has undertaken, in pursuance of contract no________________________ dated _____________ to supply (description of goods and services) (herein after called “the contract”). AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognised by you for the sum specified therein as security for compliance with its obligations in accordance with the contract; AND WHEREAS we have agreed to give the supplier such a irrevocable bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of. ________________ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee will not be changed due to change in the constitution of the Bank or the supplier.

This guarantee shall be valid up to ____ months from the date of satisfactory installation of the equipment i.e. up to ____________ (indicate date).

..........................................................
(Signature with date of the authorized officer of the Bank)
..........................................................
Name and designation of the officer
..........................................................
Seal, name & address of the Bank and address of the Branch