

**College of Dairy and Food Technology (CDFT), Bassi,**

***Present Address: PGIVER CAMPUS  
N.H. -11 AGRA ROAD, JAMDOLI, JAIPUR-302031***

No. F. ( )/RAJUVAS/CDFT/2021-22/

Date: 05/02/2022

**LIMITED TENDER APPLICATION FORM**

***LIMITED TENDER for "Furniture"***

**LIMITED TENDER NOTICE No: L-1**

*(Financial Year 2021-22)*

**PART-A (for Office Use only)**

1. Limited Tender Notice No. L-1; dated 5<sup>th</sup> February 2022
2. Date of Start of Tender Application 7<sup>th</sup> February 2022
3. Last Date for Tender Submission: 16<sup>th</sup> February 2022 by 2:00 pm
4. Place to submit Bids: Dean Office, CDFT, PGIVER Campus, Jamdoli, Jaipur
5. Date of Opening Bids: 16<sup>th</sup> February 2022 at 3:30 pm

  
A. A.O, CDFT, Jaipur

Cost of Tender Document: **Rs. 200** (Rupees Two Hundred Only)

Earnest Money Deposit (2% of estimated value): **Rs. 3960/-** (Rupees One Three Thousand Nine Hundred Only)

Bank Demand Draft in favour of "DEAN, CDFT" payable at JAIPUR

**PART-B (to be filled by the Bidder Firm only)**

1. Name of Firm:
2. Name of Contact Person (Authorized Bid Signatory):
3. Address with Pin code:
4. Mobile No and Telephone (with STD Code):
5. E-Mail ID:
6. Website (if any):

Date: .....

Signature

for M/s.....

**For any Information / Clarification, please Contact:**

The DEAN,  
**College of Dairy and Food Technology, Bassi,**  
Present Address: PGIVER Campus,  
NH-11, Agra Road, Jamdoli, Jaipur-302031 (Rajasthan)  
Email: [cdftbassi@gmail.com](mailto:cdftbassi@gmail.com)

# LIMITED TENDER NOTICE No: L-1

(Financial Year 2021-22)

## LIMITED TENDER ENQUIRY for "Furniture"

Dear Sir /Madam,

The CDFT, Jaipur, invites sealed bids from eligible original manufacturers/ authorized supplier distributors for Limited Tender in **Single Bid System** for the supply of "Furniture" from your ready stock, under a sealed cover to the undersigned latest by **16<sup>th</sup> February 2022 (2:00 pm)**. The bids shall be opened by Tender Opening Committee at CDFT, PGIVER campus, Jaipur on the same day at **3:30 pm** onwards.

The detail of items required is presented below:-

S. No.	Items Name	Specifications	Quantity
1.	Executive Recliner Chair (Long Back)	Providing & fixing ergonomically, comfortable and aesthetically design high back chair. The seat and back made of hot-pressed moulded ply and Urethane foam upholstered (Foam density 40kg/m <sup>3</sup> ) in seat and 32 kg/m <sup>3</sup> in back with Leatherette tapestry. The revolving seat mechanism will have torsion bar with 4-point locking and Arm is made of metallic PP powder coated finish with soft padding. The pedestal shall be made of HR steel with metallic powder coated fitted with twin wheels 5 nos. castors which will made of nylon. The seat size shall be 520mm (W) x 480 mm (D) and the back size shall be 700mm (H) from Seat & overall height – 1160 mm. Warranty period of minimum 2 years	1
2.	Director's Table (L shape)	Director's Office Table, with 25 Mm Thick ISI Certified HDF board on Top (Arc Top with right side full pedestal) & Sides, High gauge mild Steel channels with Heavy gauge locks and handles, all the hardware used in the above product is from the companies of Hettich, Haffelle or Ebco. Size: Main table with 3 Drawer Pedestal on Left Side (2 Drawer and 1 filing drawer) & on Right side 2 cupboards (L x D x H) 2000 x 1000 x 750 Side Unit with 3 Drawer Pedestal (2 Drawer and 1 filing drawer) (L x D x H) 900 x 500 x 750 Warranty period of minimum 2 years	1
3.	Executive Office Table	Office Table, with 25 Mm Thick ISI Certified HDF board on Top & Sides, High gauge mild Steel channels with Heavy gauge locks and handles. Size: Table with 3 drawer pedestal (2 drawer, 1 filing drawer) on both sides of table Main table (L x D x H) 1650 x 980 x 750 mm Warranty period of minimum 2 years	6
4.	Revolving Chair with arm	Providing & fixing ergonomically, comfortable and aesthetically design medium back chair. Approx. 20 mm thick molded polyurethane foam material on the seat with polyester mesh fabric upholstered frame and. Backrest material should be polyester mesh fabric with push back system. Fixed polypropylene arms with Metal pedestal base with minimum 5 Nos. of twin wheel nylon castors. Fixed armrest made of steel covered with polyurethane foam. Chair height: Approx. 1000 mm with 500 mm seat height with 100 mm height adjustment Backrest height and Width: Approx. 600 mm and 500 mm Warranty period of minimum 2 years	6
5.	Almirah (Large)	Mild Steel (M.S) (20-22 gauge) conforming to commercial quality CR- 1, Grade 340 of IS 513:2008. Doors (2 No.) made of M.S. sheet CRCA conforming to Grade D of IS: 513 (Latest) and provided with stiffener up to full door height, Brass and steel finish lock and keys. Welded construction with powder coating finishing. Minimum 4 fixed shelves with 5 compartments. Dimensions(L*W*H): 1950mm*900mm*480mm approx., Weight: approx. 55-60 Kg Warranty period of minimum 2 years	6
		<b>Total Value of Limited Tender including GST</b>	<b>Rs. 198000.00</b>

## TERMS & CONDITIONS of the LIMITED TENDER

1. If the firm is participating in the Tender, it will be assumed that all terms & conditions of the Institute are acceptable to the firm.
2. **Tender Application Form & Application Fee:** The tender document may be downloaded from University Website <[www.rajivas.org](http://www.rajivas.org)> and Rajasthan state portal <http://spppl.raj.nic.in>. Tender form will not be sent by post. The prescribed Tender Application Fee of **Rs 200/-** through a Bank Demand Draft in favour of "Dean, CDFT" and payable at "Jaipur". Only those who quote for all the items shall be considered eligible.
3. **BID Submission:**
  - a) Interested Bidders are requested to submit their bids duly sealed in separate envelope labeled as "**Limited Tender for "Furniture"**".
  - b) Bidder shall ensure that their bids, complete in all respects, are submitted to **The DEAN, College of Dairy and Food Technology, Bassi (CDFT), PGIVER campus, NH-11, Agra Road, (Oppo Chanda Garden), Jamdoli, Jaipur-302031 (Rajasthan)**, so as to reach the College **latest by 16.02.2022 up to 2:00 p. m.** failing which the bids will be treated as late and Rejected.
  - c) The bid submitted by Telex/Telegram/Fax/E-mail etc. shall not be considered. No correspondence will be entertained on this matter.
  - d) The bid not submitted, in for all the listed items / not in prescribed formats / incomplete in details is liable for rejection. Bid received without separate Sealed Envelopes as mentioned above will not be accepted.

The offer should be complete in all respects and contain all information asked for the offer should include all components asked for that are as follows:

- **Annexure I** - Covering / Acceptance Letter
- Cash Receipt / Demand Draft of **Rs. 200/-** for **Tender Application Fee**.
- Separate Demand Draft/Receipt of **Rs. 3960/-** for **EMD Amount**.
- **Annexure II** – **Bank Details for Third Party Online Payment**
- **GST Tax Registration No./ PAN No.** (Copy to be enclosed)

The Price should give all relevant price information as per **Annexure III**. The Bid Form must be filled in completely, without any errors, erasures or alterations. The Commercial offer must not contradict the technical offer in any way.

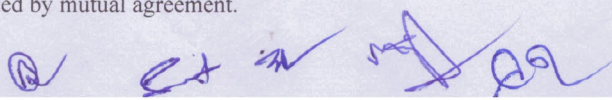
The prices must be quoted **F.O.R. CDFT, PGIVER Campus, Jaipur** and must be given in **Indian Rupees (INR)** only. **Bids in Foreign Currency shall be Rejected.** Rate quoted for the items should be inclusive of all taxes and statutory levies, if any. The Form of Annexure-III must be filled in completely, without any errors, erasures or alterations.

#### 4. **Alternate Proposal / Modifications in Same Bid (Not Allowed):**

- a) The quotations submitted should be for a fully functional accessory/item/ instrument along with all required parts/accessories for its functional use. Any counter proposals or Modifications by the Tenderer will NOT be acceptable.
- b) Only one proposal must be submitted for each item / instrument in a single Tender. In case of offering multiple options for single item/instruments, tender of firm for that particular item/instrument shall be technically rejected.

**Alternative specification also will NOT be acceptable.**

5. **Earnest Money (EMD):** An Earnest Money Deposit of **Rs. 3960/-** (Rupees One Thousand Eight Hundred Only) must be enclosed with the TECHNICAL OFFER through a Demand Draft issued by a reputed Bank drawn in favour of "**DEAN, CDFT**", payable at **Jaipur**. It should be valid for at least 90 days. Bid received without Earnest Money Deposit will not be considered. The EMD of unsuccessful bidders shall be returned without any interest after the process of bid is over. In case of successful bidder withdraws his offer within the validity of bid OR does not honour his commitment within the validity of bid and back out after placing the order with him, the EMD will be forfeited. For successfully firm EMD will be released only after successfully completion of warranty period.
6. **Bid Security:** **Bid Security** shall be 5% of the tender value. Lowest bidder has to pay bid security after adjusting of Earnest money. Bid security shall be returned after guarantee/ warranty period. No interest shall be payable on bid security.
7. **Period of Validity of Offer/Bids:-** The rates quoted for participation in tender must be **valid / binding for a period of at least 60 days** after the last date of submission of Bids/quotations. Quotations valid for shorter periods may be rejected by the purchaser as non-responsive. Once the Tender has been accepted, the rates shall remain valid for the period of at least 2 months ending on **31.3.2022** and this period can be extended by mutual agreement.



8. **Warranty:-** On the required any damage during supply transit and in-built damages covering all parts involved in functioning will be covered under transit warranty for item, a period of minimum 2 year warranty from the date of satisfactory supply / acceptance of the items by CDFT.
9. **Correctness and Completeness of the Item:-**The items shall be correct and complete in every aspect with all its necessary parts/accessories for its routine functioning and installation requisites which are normally supplied even though not specifically detailed to the specifications.

10. **Delivery & Installation Period:-**

The CDFT, Jaipur would like to have the following time schedule for completion of the activities from the date of placement of orders.

- a. Delivery: 10 Days from Receipt of Supply Order.
- b. The bidder shall be responsible for proper packing so as to avoid damage under normal conditions of transport by sea, rail and road or air and delivery of the material in good condition to the consignee at destination. In the event of any loss, damage, breakage or leakage or any shortage the bidder shall be liable to make good such loss and shortage found at the checking / inspection of the material by the consignee. No extra cost on such account shall be admissible.
- c. Part delivery will not be allowed. The DEAN, CDFT will have the discretion to invoke the payment from the Bank or forfeit the EMD for any breach of contract.


11. **LIQUIDATED DAMAGES.**

- i. **The time specified for delivery in the Bid form shall be deemed to be the essence of the contract and the successful Bidder shall arrange supplies within the stipulated period on receipt of the supply order from the Purchase Officer.**
- ii. **In case of extension in the delivery period with liquidated damages, the recovery shall be made on the basis of following percentage of value of Stores pending to be supplied –**
  - Delay up to  $\frac{1}{4}$  period of the prescribed Delivery period – 2.5%
  - Delay exceeding  $\frac{1}{4}$  but not exceeding  $\frac{1}{2}$  of the prescribed delivery period - 5%
  - Delay exceeding  $\frac{1}{2}$  but not exceeding  $\frac{3}{4}$  of the prescribed delivery period - 7.5%
  - Delay exceeding  $\frac{3}{4}$  but is not exceeding the period equal to the prescribed delivery period – 10%

Note: - **Fraction of a day in reckoning period of delay in supplies shall be eliminated if it is less than half a day.**

- iii. **The maximum amount of liquidated damages shall be 10%. Delay in supplies exceeding the period equal to the prescribed delivery period shall render the supply order cancelled and any supplies made beyond this period shall be the sole risk of the approved supplier. Dean, College of Dairy and Food Technology, (CDFT), PGIVER Campus, Jaipur Rajasthan shall not be liable for any payments whatsoever on this account.**

12. The college is not bound to accept the lowest tender.
13. Supply will be F.O.R. Central Stores, CDFT, Jamdoli, Jaipur and will be subject to the approval of the College/ Concerned department in terms of quality, quantity, performance qualifications etc.
14. The decision of accepting authority shall be final as to the quality of stores.
15. No Advance Payment will be made.
16. The CDFT, Jaipur reserves the right to accept or reject the quotation in part/full at any stage.
17. The university /Institute (CDFT, Jaipur) shall have powers to accept or reject the quotation in part/full at any stage without prior information and without any reason, to the tenderers
18. Tenders must be filled with Ball pens or typed clearly. Those written using pencils or having overwriting or are unclear to understand will be rejected. No part-offers shall be accepted.
19. The approved tenderer will not be allowed to sublet the awarded tender to any other person / firms.
20. In case of any dispute, the area of Jurisdiction will be Jaipur.

  
DEAN

(Letter to the DEAN, CDFT on the bidder's letterhead)

To,

The DEAN,  
CDFT, Jaipur-302031

Bid Ref. No. \_\_\_\_\_

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

Last Date:- \_\_\_\_\_

Sub:- **Limited Tender for Supply of "FURNITURE"**

Sir,

We, the undersigned, declare hereby that:

A. We have submitted all required fee as per details tabulated below:

Fee	Amount	Mode	No. and Date	Remarks
Tender Appl. Fee	200/-	DD/ BC		
EMD	3960/-	DD/ BC		

B. I / We..... for M/s ..... hereby confirm that **the offer is in conformity with the terms and conditions as mentioned in your above referred Tender Letter and Enclosures, All enquiries/clarifications have been made with CDFT to our satisfaction. All terms and conditions of tender document have been understood by us and as token of agreement we place our signatures below.**

C. We have examined and have no reservations to the Bidding Document, including its all Addenda. We offer to supply Goods/Services in conformity with the Bidding Document and in accordance with the delivery schedule and the all the terms & conditions specified in Bidding Documents. Our Bid shall remain binding upon us for a period specified in the Bid Document and may be accepted at any time before the expiration of that period

D. We also understand that the CDFT, Jaipur is not bound to accept the offer either in part or in full and that the CDFT, Jaipur has right to reject the offer in full or in part without assigning any reasons whatsoever. Decision of Dean, CDFT, Jaipur shall be final and will be acceptable to us.

E. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed

F. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive

G. Our Important particulars are as given below:

S. No.	Particulars	Details
1.	Name of Tenderer Firm with Address, Pin-code, telephone/mobile No., Fax No., and E-mail ID etc.	
2.	Whether Proprietor/ Partnership/ Company	(Enclose copy of document)
3.	PAN No.	(Enclose copy, if available)

4.	GST Regd. No.	(Enclose copy)
5.	Manufacturer Certificate / Authorization Certificate	(Enclose copy)
6.	Are Firm is Exempted from paying, Custom Duty/ Excise Duty/Sales Tax? <i>if YES, give details.</i>	(Enclose copy)
7.	Any other important information related to the tender requirement.	

Yours faithfully,

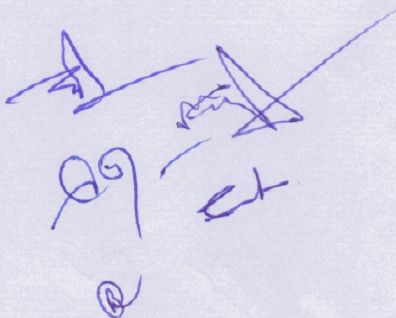
Date:

Authorized Signatories  
(Name & Designation, seal of the firm)

*[Handwritten signatures and initials in blue ink]*

**THIRD PARTY DETAILS for ONLINE PAYMENTS**

Name of the Firm / Company	
Address	
Name of the Bank	
Branch Address of the Bank	
IFSC Code of the Bank	
Bank Account Number	
Photocopy of <u>Bank PASSBOOK</u> and a <u>Cancelled Cheque</u>	_____ (enclosed Yes / No)
GST Reg. No.	
PAN Number	
Aadhar No. of Authorized Person	
Mobile No. of Authorized Person	+91 - _____
E-mail ID	
<p><b>Above details are correct and Copy of BANK PASSBOOK or a CANCELLED CHEQUE of same Bank Account is Enclosed</b></p> <p style="text-align: center;">Authorized Signature (with Seal)</p>	

  
 [Handwritten signature and initials in blue ink]

**LIMITED TENDER FOR “Furniture”**

(NOTE: Rates per UNIT must be Quoted and inclusive of all Taxes/incidental charges etc.)

Name of Firm:

PAN No:

GST Tax Regd. No:

NOTE: The Rates may be quoted on UNIT RATE Basis only

1	2	3	4	5			6
S. No.	Brief Description of Goods	Make and Model No.	Quantity (Nos.)	Price per UNIT (Rs.)			Total COST (at Consignee Site) F.O.R. basis (Rs.) = 4 x 5 ( C )
				Per Unit Cost (A)	GST (if any) [Depict both as Value and %age] (B)	FINAL UNIT PRICE Including GST (C)	
1	Executive Recliner Chair (Long Back)		01				
2	Director’s Table (L shape)		01				
3	Executive Office Table		06				
4	Revolving Chair with arm		06				
5	Almirah (Large)		06				
<b>Total cost</b>							

Note: -

1. **Delivery Period:** - 10 Days from receipt of Supply Order.
2. **Guarantee/ Warranty period** 2 years
3. If there is a discrepancy between the unit price and total price **THE UNIT PRICE** shall prevail.

Date:

Name \_\_\_\_\_

Address \_\_\_\_\_

of Bidder \_\_\_\_\_

Business

Signature with Seal