

**BIJU PATNAIK UNIVERSITY OF TECHNOLOGY, ODISHA  
ROURKELA**

Tender Notice No. BPUT/ CS&P/68/2022/4121

Date: 30.06.2022

**TENDER CALL NOTICE FOR SUPPLY OF FURNITURE, ALMIRACH AND RACK**

Sealed Tender (two bid System) are invited from the reputed and experienced agencies/ Firms for Supply of Furniture, Almira and Rack to BPUT. The details of the Tender is available in the website i.e [www.bput.ac.in](http://www.bput.ac.in). University reserves right to reject any Tender without assigning any reason thereof. The last date and time of receiving of sealed Tender by Speed Post/ Registered Post addressing to the "Registrar, Biju Patnaik University of Technology, Chhend, Rourkela -769015 is **02.08.2022 up to 5.00 pm**. The tender received beyond the due date and time shall be rejected summarily.

Further, the earlier Tender Notice No. BPUT/ CS&P/68/2022/2763, dated 06.05.2022 for the above items stand cancelled, since adequate numbers of eligible bidders for most of the items are not available.

Sd/-  
**REGISTRAR**



**TENDER DOCUMENT FOR SUPPLY OF FURNITURE, ALMIRAH AND RACK**



**BIJU PATNAIK UNIVERSITY OF TECHNOLOGY, ODISHA,  
CHHEND, ROURKELA-769015**



**BIJU PATNAIK UNIVERSITY OF TECHNOLOGY, ODISHA  
ROURKELA**

Tender Notice No. BPUT/CS&P/68/2022/ **4121**

Dated: 30.06.2022

**TENDER DOCUMENT FOR SUPPLY OF FURNITURE, ALMIRAH AND RACK**

**Scope of Work:** Quotations are invited for procurement of Single Dual Desk with Bench, Steel Almiraahs, Blow Plast Chairs, Steel Book Racks, Steel Racks, Table(s), Office Table, Cot, Drawing Board and Wooden Stool

Pre Bid Discussion :12/07/2022@11AM  
Last date of Bid submission ::02/08/2022@ 5 PM  
Date of Opening of Technical bid : 03/08/2022@11AM  
Date of Opening of Financial bid :06/08/2022@11AM  
Bid Processing Fee :Rs. 1,000/- (Rupees One Thousand only)  
Earnest Money Deposit (EMD) :Specified against each item

Item No.	Item Name	Quantity	EMD Amount in Rs.
1	Single Dual Desk with Bench	400	36000
2	Steel Almiraah	100	50000
3	Blow Plast Chairs	600	18000
4	Steel Book Racks	100	64000
5	Steel Racks for Laboratories	50	7000
6	Table-1	68	10000
7	Office Table	25	4500
8	Cots	350	98000
9	Table-2 for keeping Drawing Board	50	6000
10	Drawing Board	50	900
11	Wooden Stool	50	1600

Quotations are invited for the above items sealed in **Two Bid system (one is Technical Bid and second is Financial Bid)** separately super scribing the cover with "**Tender for Supply of Furniture, Almiraah and Rack**" for BPUT, Rourkela. **Date of opening 03.08.2022 at 11.00 AM.** The outer cover should bear only the addresses. Offer with complete details on the following should reach **The Registrar, Biju Patnaik University of Technology, Chhend, Rourkela-769015** on or before **02/08/2022 at 5.00 PM** through **Speed Post or Registered Post only.** Quote as per attached Annexure-I (Technical Specifications). The bidders can quote in any of the above mentioned items. **Technical Queries if any, please contact: OIC, CS&P. Email ID: [deputyregistrar@bput.ac.in](mailto:deputyregistrar@bput.ac.in)**

You are requested to kindly go through the detailed instructions and terms & conditions mentioned below and overleaf and submit your most competitive offer by the last date and time of submission cited above. Further, the Tender Notice No. BPUT/ CS&P/68/2022/2763, dated 06.05.2022 to the above items has cancelled.

## **INSTRUCTIONS**

1. Bidders must submit their bids in three separate sealed covers i.e., the first sealed cover is "**Bid Processing Fee & EMD**", the second sealed cover is "**Technical Bid**" and the third sealed cover in "**Financial Bid**". These three bids should be put in a separate cover. This outer cover must be sealed and mentioned **Tender for Supply of Furniture, Almirah and Rack** on the top of the envelope.
2. Please submit copy of your Income Tax return copies of last three years and copy of PAN along with offer.
3. The offer must be submitted in **Two Bids** in a single cover. Tender should be sent through Speed Post / Registered Post only addressing to **The Registrar, Biju Patnaik University of Technology, Chhend, Rourkela-769015**. Other mode of delivery shall not be accepted.
4. Tenders/Quotations must be sent sufficiently in advance so that it reaches us on or before the due date and time. Quotation received after the due date & time will not be considered.
5. Quotation document (s) and all enclosures must contain the signature on each page of the competent authority of the firm.
6. The Bank/RTGS detail must be submitted along with the quotations /Tenders on the letter head. A Scan copy of the cancelled Cheque can also be attached for verification of IFSC code (if required).
7. The firm quoting for above mentioned items should be the authorized dealer of the manufacturer / manufacturer. Copy of authorization certificate should be enclosed with the quotation. Offers submitted without proper authorization shall be rejected summarily.

## **ELIGIBILITY CRITERIA FOR BIDDERS**

1. The bidder must be a Proprietary/Partnership firm/Limited Company/Agency/Society legally constituted or registered under the relevant Act.
2. Must be in the same business for supplying of Furniture for **at least Five or more years** as on **02.08.2022**.
3. Must be registered and submit the documents such as PAN, TAN, Goods & Service Tax Registration etc. with proper validity.
4. Must have an average annual turnover of **Rs.01 Crore** or more from supply of Furniture during the last three financial Years [2018-19, 2019-20 and 2020-21] in the books of account.
5. The Bidder must have provided minimum 100 nos. or more Furniture of either category in at least one Government Organisation during a given last three financial year.
6. The bidder must submit Customer Satisfactory Performance Report (CSPR) from these organisations for the Financial Year in which they have supplied similar type of Furniture.
7. Where the Bid is signed by any official other than MD/CMD or Proprietor / Owner of the Agency, then the person signing the Bid must have to submit duly signed power of attorney from the MD/CMD or the proprietor/owner of the Agency to the effect that the person signing the bid is legally authorised and competent to sign the bid and negotiate on behalf of the Agency concerned. **All the pages of the bid must be serially numbered and duly signed and sealed by the Authorized signatory giving**

detail of the page numbers in the index of the bid.

8. Self-Attested copy of Memorandum of Understanding (MoU) shall be provided in case the Bidder comprises of Joint venture/Consortium/Partnership or relevant document about sole proprietorship.
9. The bidder shall submit full details of his ownership and control or, if the Bidder is a partnership, joint venture or consortium, full details of ownership and control of each member thereof.
10. The bidder shall submit an Undertaking that the said furniture(s) of respective item should be delivered on or before 15.09.2022.
11. All supporting documents in respect of the Bid must be submitted duly self-attested by the person signing the Bid.
12. Non-submission of these documents will make the bid as un-responsive and such bids shall not be considered as valid.
13. Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid will be an offence under Laws of India. Such action will result in the rejection of bid, in addition to other punitive measures.
14. Bank Mandate as per the format at Annexure-IV is required to be submitted.
15. The Bidder/ Firm should not have been blacklisted by any Government Organization nor should have any criminal background.

### **TERMS & CONDITIONS**

**The offer must comprise of the following failing which it will be treated as non-responsible hence rejected:**

1. The basic price must not be higher than price of the principal, if any additional accessories required, as per technical specifications, it must be quoted separately. Price list in case of proprietary items must be submitted.
2. Bid Processing fee (Non-refundable) Rs.1,000/- (One Thousand Only) in favour of BPUT, Rourkela, to be submitted in the form of Demand Draft (DD) only. EMD (Refundable) of Rupees (item wise total value) in favor of BPUT, Rourkela, to be submitted in the form of Demand Draft (DD) from any Nationalized/ Scheduled Commercial Bank payable at Rourkela and it should be valid for a period of 45 days beyond the bid validity period. **Bids received without Bid Processing fee, EMD, Bank mandate, and other essential documents will be rejected.** The EMD amount will be refunded after submission of Performance Bank Guarantee.
3. **PRE BID QUALIFICATION:** Supplier should submit a sample along with the bid (or) within two days from the opening of the tender. If, supplier fails to submit the sample, their bids will not be considered for further processing. Hence, supplier should provide a sample in advance at BPUT, Rourkela. Further, the specification of the samples will be evaluated if a bidder qualifies in the Technical Bid.
4. NSIC/SSI/MSME Units are exempted for submitting EMD as per Govt. Of India order.
5. Conditional tenders will not be accepted.
6. **Late and delayed quotation:** Late and delayed tender will not be considered. If, in any case, unscheduled holiday occurs on prescribed closing/opening date, the next working day shall be the prescribed date of closing/opening. It will be the sole responsibility of the firm that quotation should reach on or before the due date and time.

7. **Pre-installation Requirement:** The bidder should mentioned pre-installation requirements for the equipment like ambient temperature, humidity, weather specification, power specifications, etc., when items are provided full performance satisfactions, should be demonstrated.
8. **TAXES:** The percentage of taxes must be either inclusive/extra in exact figure and should be mentioned clearly by the supplier.
9. Authorization Dealer Certificate of Principal or manufacturer certificate shall be submitted.
10. The exact days of delivery period, installation & commissioning schedule.
11. The exact figure of percentage of discount offered.
12. **The quoted price (final offer) must be F.O.R (Freight on Road) . i.e. BPUT, Rourkela including Packing & Forwarding, Freight, and Insurance etc. with detail break-up.**
13. Packing, Forwarding, Transporting, Postage/Courier, Octroi, Freight, Insurance, Any Certificate(s), Extra Warranty, Installation, Commissioning any, any levy, any other charge(s) must be mentioned clearly.
14. **Finance Bid: The L1 bidder of respective item(s) shall be selected as per the recommendation of the Tender Committee.**
15. **DELIVERY: Locally made Items should be supplied on the basis of free delivery at BPUT, Rourkela, Items manufactured outside Rourkela should be supplied on the basis of door delivery on working days.**
16. **SPECIFICATION AND MAKE:** Quotation should be given for the exact specification and make as shown in the **Technical Specification (Annexure-I)** against the items along with the order copy of similar equipment supplied to any Govt. Organization including detail of price & all charges must be attached.

**The supplier should also provide a list of Govt. Institutions (if any) to which similar product has been supplied with product details in the Technical bid.**

17. The date of delivery should be strictly adhered to failing which the purchase order is liable to be cancelled. Penalty may be imposed as per P.O. terms & conditions. Goods should be securely, safely and adequately packed & dispatched at the risk of supplier and packing costs quoting this order reference should be kept in all package. Local firms are requested to deliver the goods in our designated store place before 3.00 PM on any working day at BPUT Campus, Chhend, Rourkela.
18. **VALIDITY PERIOD:** The validity period of the offer should be clearly specified. It should be at least for **180 days** from the last date of submission of quotations.
19. **PAYMENT:** Full payment within 30 days from the date of received, tested/inspected/commissioned and found satisfactory with regard to quality, quantity and specifications and acceptance by the Indenter subject to submission of 10% PBG.
20. **PERFORMANCE BANK GUARANTEE (PBG):** The firm has to submit Performance Security of **10% of the total order value to be submitted on or before installation of equipment.** Performance Security must **valid for 38 (Thirty Eight) months i.e. 2 months** beyond the warranty period to cover the warranty. Performance security is to be issued and sent directly from an Indian Nationalized bank.
21. **WARRANTY:** The Furniture should be onsite comprehensive Warranty/Guarantee against any manufacturing defect for a period of **03 years** from the date of successful installation and authorization. In case any part or whole of the equipment is found to be defective during the guarantee period, then the same will have to be replaced/repaired free of cost at our premises by the supplier.
22. **LIQUIDATED DAMAGES:** As time is the essence of this order, the date of delivery

should be strictly adhered to, otherwise the delivery in full or in part may not be accepted and penalty for late delivery will be imposed @ 0.5% per week subject to a maximum of 10% of the total value of supply order & beyond 10% subject to approval of Vice Chancellor, BPUT. In case of delay in installation/ supply the same rate of penalty shall be leviable. In case of cancellation of order no compensation will be paid towards progress of order/procurement.

23. All communications are to be addressed to the Registrar, BPUT, Chhend, Rourkela only. Any kind of canvassing visit to the Institute Premises for enquiry of the status of the tender without prior permission may lead to rejection of the bid.
24. BPUT reserves the right to accept or reject or cancel any or all enquiries or quotations at any stage without assigning any reason thereof.
25. For any dispute, the place of jurisdiction shall be Odisha, India only.

  
Registrar

**CHECK LIST OF MANDATORY DOCUMENTS TO BE ENCLOSED**

SI	Details of Documents	Page No.
1.	Bid Processing fee of Rs. 1000/- in form of DD in favour of BPUT payable at Rourkela	
2.	EMD DD(as per Items) in form of DD in favour of BPUT payable at Rourkela	
3.	Bid submitted along with sample for no. of items and list duly signed	
4.	Bid should be serially numbered, signed, seal and indexed	
5.	Copy of PAN Card	
6.	Copy of GST Registration Certificate	
7.	Income Tax Return copies for last 3 years	
8.	Cancelled Cheque for A/C no and IFSC code	
9.	Certified copy of authorized Dealer/ Manufacturer	
10.	Copy of Company/ Partnership/ Proprietorship/ Society registration certificate	
11.	Copy of experience certificate for last five years or more	
12.	Copy of Turnover of more than Rs. 1.0 crore during last 3 years (duly certified by the Chattered Accountant from 2018-19 to 2020-21)	
13.	Copy of challan or other documents showing supply of 100 nos or more of any furniture to any one Government organization during last 3 financial years	
14.	Customer Satisfactory Performance Report (CSPR) to be signed by supplied organization on or after 01.04.2018	
15.	Power of Attorney from MD/CMD/ Proprietor/ Owner in case of submission of bid other than MD/CMD/ Proprietor/Owner	
16.	Full details of ownership and other members/ partners	
17.	Undertaking for supply of items within stipulated period	
18.	Bank Mandate as per format at Annexure –IV of Tender Document	
19.	Non-Blacklist/ Non Criminal background certificate	

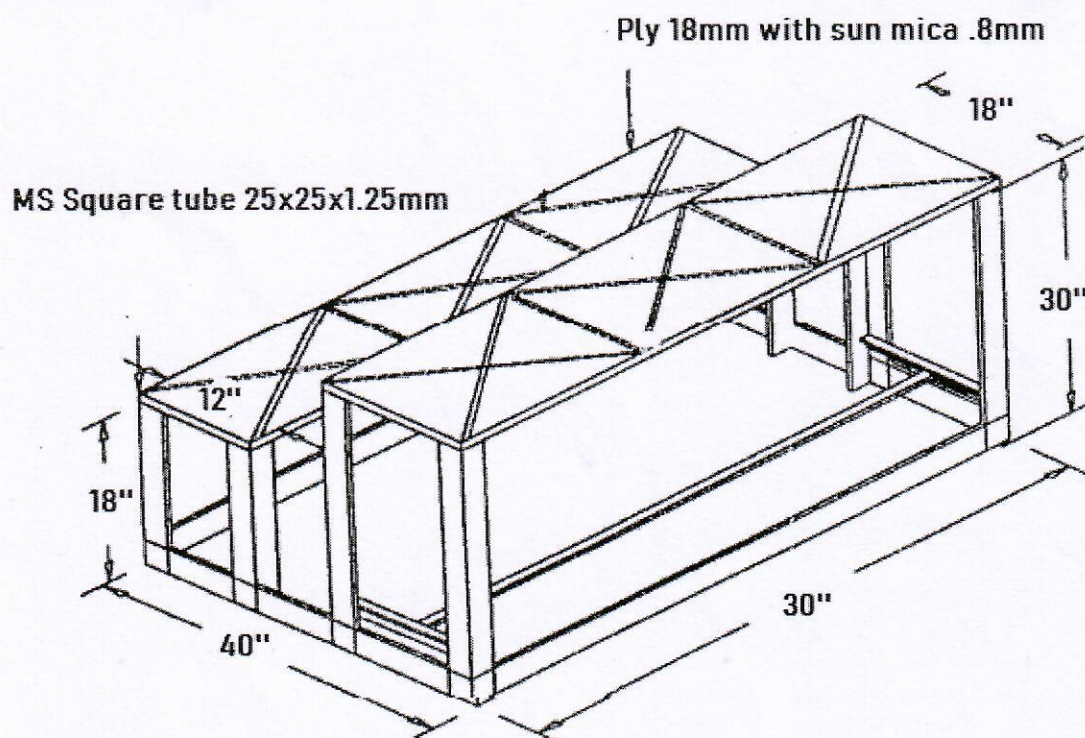
**Note : all the documents to be signed and sealed**





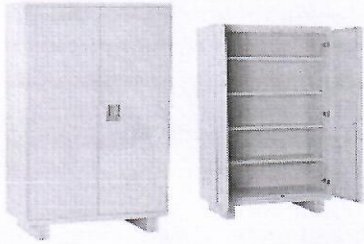
## TECHNICAL SPECIFICATIONS

**Item-1: Single Dual Desk with Bench Steel Legs and Ply with Sun mica top for class rooms (Quantity: 400)**



- The frame shall be made from M.S. Square tube size 25x25x1.25 mm thick.
- The desk-top and bench seat shall be made from cut to size 18mm thick ply with mica.
- The ply shall be fixed by fully threaded parallel sunk steel screw no. 8x38 mm with square tubes.
- The square tube frame shall be powder coat painted with red-oxide primer and bright color Olive green paint.
- The edges of ply shall be painted with bright teak wood color paint.
- The Compact Desk-cum Bench shall be of following size
  - 30" x 40" x 30" (L x W x H)



**Item-2: Steel Almira without locker****(Quantity: 100)**

<b>Material</b>	M.S sheet conforming to commercial quality CR- 1,Grade 340 of IS 513:2008 (reaffirmed 2013)(Fifth Revision)Amdt. no.1
<b>Material of Almira Doors</b>	M S Sheet
<b>Sheet Thickness of Locker</b>	0.8 mm
<b>Sheet Thickness of door</b>	0.8 mm (Minimum)
<b>Sheet Thickness of sides,back , Top and Bottom</b>	0.8 mm (Minimum)
<b>Sheet Thickness of Shelves</b>	0.8 mm
<b>Sheet Thickness of Pedestal in mm</b>	0.8 mm (Minimum)
<b>Material of Lock</b>	lock having made of steel with zinc plated finish having brass levers and MAZAK / ZAMAK bolts having zinc plated finish along with MAZAK / ZAMAK handle
<b>Material of Keys</b>	keys made of MAZAK / ZAMAK having nickle plated finish
<b>Conformity to Indian Standard IS:3312 latest</b>	Yes
<b>No of shelves (Nos)</b>	4
<b>Type of Shelves</b>	Adjustable
<b>Number of Doors (Nos)</b>	2
<b>Door Stiffner upto full door height Provided with the almira doors</b>	Yes
<b>Number of Hinges with each door (Nos) - No hinges if having sliding door with top hanging arrangement</b>	3
<b>Construction</b>	Welded
<b>Lock</b>	Three Way bolting device controlled by 6 lever lock
<b>Height (Without Pedestal) (in mm) (+/- 10 mm)</b>	2000
<b>Width (+/- 7 mm)</b>	910 millimetre
<b>Depth (+/- 5 mm)</b>	486 millimetre
<b>Stiffened Pedestal height in mm (±2 mm)</b>	125
<b>Pedestal Width in mm (±2 mm)</b>	75
<b>Finish</b>	powder coated
<b>Colour of Paint</b>	Ash Gray
<b>Packing</b>	Gutta packing
<b>WARANTEE PERIOD IN NUMBER OF YEARS</b>	03

**Item-3: Blow Plast Chairs Good Quality (without arms, net type)**  
**Quantity: 600**

Type of Product : Plastic Premium Chair  
Depth : 525 mm  
Height : 805 mm  
Color : Any Color (Multiple color)  
Article Weight : 3.6 Kg



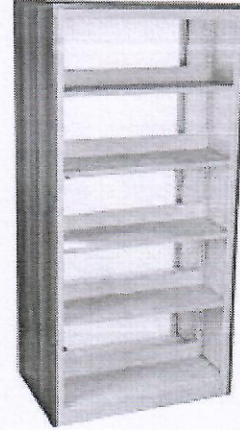
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**Item-4: Steel Book Racks for Library**

**(Quantity-100)**

Providing, supplying and placing double side steel Library Racks in perfectly upright and straight position. The overall size of the rack shall be 940mm (W) X 600mm (D) X 2110mm (H). The rack shall be supplied with 4 nos. of adjustable shelves on both side i.e. 10 loading levels. Rack, side panel, skirting shall be made of 0.8mm thick high yield strength CRCA sheet of grade 'D' confirming to IS: 513. Side and top shall be covered with 18mm thick Pre-laminated particle board of grade II of IS 12823. The edges of the board shall be sealed with 2mm thick PVC edge banding. The add-on units can be stacked width wise to form a bank of racks having common side panel. The shelves shall be folded constructions which have intrinsic rigidity and high load carrying capacity. Uniformly Distributed load capacity per each shelf shall be 80kg maximum. Each shelf shall be provided with stiffener at bottom for strength and back stiffener for separator between front and rear shelf. All steel components shall be epoxy polyester powder coated to the thickness of 40-60µ. Adjustable leveler shall be provided with metal insert to resist scratches on the floor and also level & support structure.



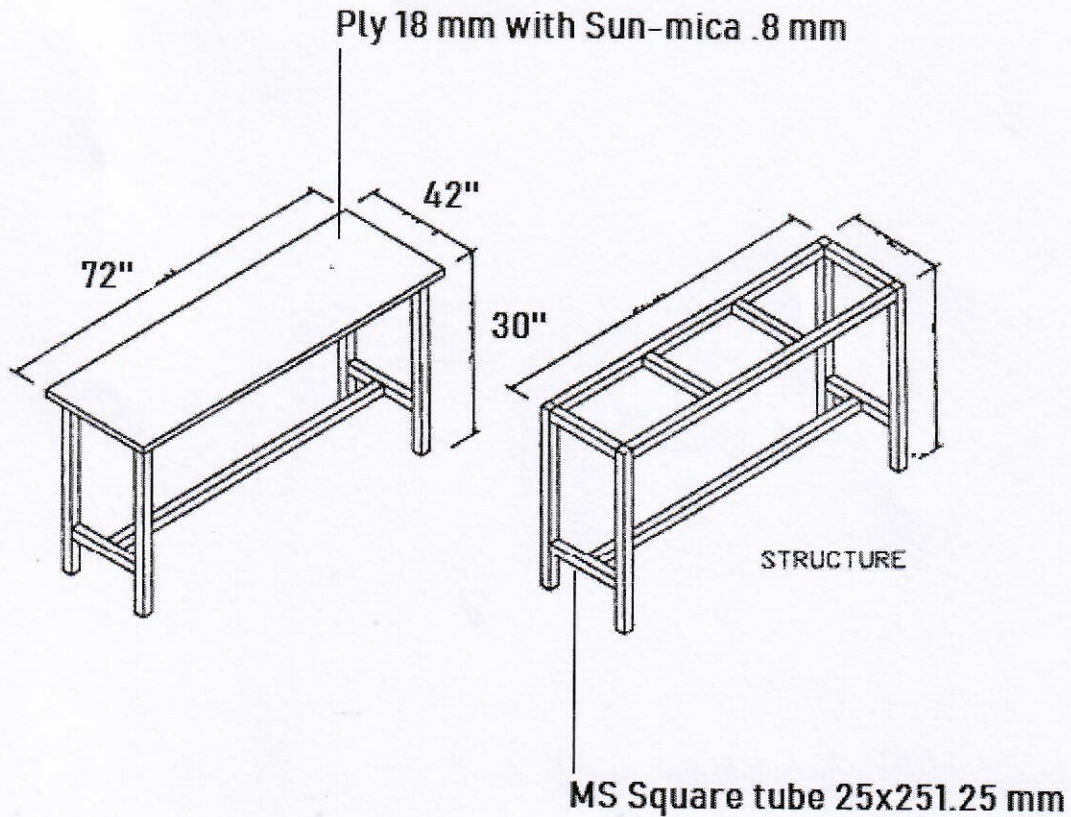
**Item-5: Steel Racks for Laboratories****(Quantity- 50)**

Type	Open Type
Pigeon Holes	With
Number of Shelves/Compartments (Top / Ceiling Shelf - not to be counted)	5
Shelves Material	1.0 mm Thick MS Sheet Conforming to Commercial Quality CR-1, Grade 340 of IS 513
M S Sheet Thickness of Shelves and Back (Minimum) in mm	0.8
Sides, Back and Partition Wall Thickness (Minimum) (mm)	MS Sheet 0.8 mm
Angle Posts Material and size	Rolled steel angle posts of 40 X 40 X 1.8 mm
Depth in mm ( $\pm 5$ mm)	600 mm
Width in mm ( $\pm 5$ mm)	900 mm
Height in mm ( $\pm 5$ mm)	1800 mm
Bin Strip Height in mm ( $\pm 1$ mm)	Not provided
Conformity to Indian Standard	NOT AS PER IS
Test reports to be furnished to buyer on demand	Yes
Paint	Powder coated
Colour	Dove Gray
No of Gussets	8
Ground Clearance in mm (+/- 2 mm)	130 mm
WARANTEE PERIOD IN NUMBER OF YEARS	03

Item-6: Table-1

(Quantity-68)

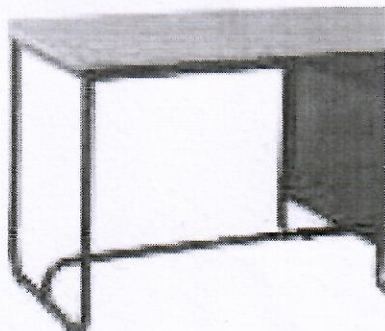
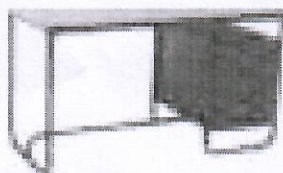
Table having iron frame with Ply with Sun mica top without drawers.



- The frame shall be made from M.S. Square tube size 25x25x1.25 mm thick.
- The table-top shall be made from cut to size 18mm thick ply with mica.
- The ply shall be fixed by fully threaded parallel sunk steel screw no. 8x38 mm with square tubes.
- The square tube frame shall be powder coat painted with red-oxide primer and bright color Olive green paint.
- The edges of ply shall be painted with bright teak wood color paint.
- The Table shall be of following size
  - 72" x 42" x 30" (L x W x H)

**Item-7: Office Table****(Quantity-25)**

Office Furniture Steel Tables



Storage Unit and Drawer Units Material:	0.8 mm M S sheet
Storage	One Side
Total Number of Storage Units	Triple Storage
Lock on all storage units	Provided
Table Top Material and Thickness (+/-2 mm)	18 mm thick prelaminated, Particle Board
Padestal (Under structure)	Mild Steel Square Section of outside side minimum 25 mm and wall thickness minimum 1.2mm
Table Top Length +/-10(mm)	1360 millimetre
Table Top Width +/-10(mm)	750 millimetre
Table Height +/-5(mm)	760 millimetre
Depth of Storage Unit +/-10(mm)	355 millimetre
Test reports to be furnished to buyer on demand	YES
BIFMA certification	YES
OEM of offered product is ISO 9001:2015 certified	YES
Green guard certification	YES
WARRANTY PERIOD IN NO. OF YEARS	03
Foot Rest Material	Mild Steel Pipe of diameter 25 mm and wall thickness 1.1 mm minimum
Handles Material	Plastic
Thickness of PVC tape on edges of Table Top banded with the help of hot melt glue (mm)	2.0 mm
Storage Unit and Drawer Units Material	0.8 mm M S sheet
Shoes Material	Rubber
Loading capacity of table top in KG ( +/-5 Kg)	100 KG
Colour of Lamination	Dark Colour
Paint	Powder coated

**Item-8: Cot of Steel frame with ply top for hostels**

**(Quantity: 350)**

Size : 1950L X 900W X 750mm (HEAD SIDE) & 450mm (OVERALL) HEIGHT WITH MAIN FRAME STRUCTURE MADE OF 25mm X 75mm X 2mm THICK RECTAUNGULAR MS PIPE WITH 3 EXTRA MIDDLE SUPPORT OF 25.4mm X 25.4mm X 2mm THICK HOLLOW SQUARE MS PIPE AT EQUAL DISTANCE.

THE FOUR LEGS WOULD BE MADE OF 40mm X 40mm X 2mm THICK SQUARE HOLLOW MS PIPE & MS PLATE USED FOR BRACING AT THE FOUR CORNER OF THE BED, & EXTRA LEG SUPPORT BE PROVIDED AT EACH LEG SIDE OF 25.4mm X 25.4mm X 2mm THICK SQUARE PIPE.

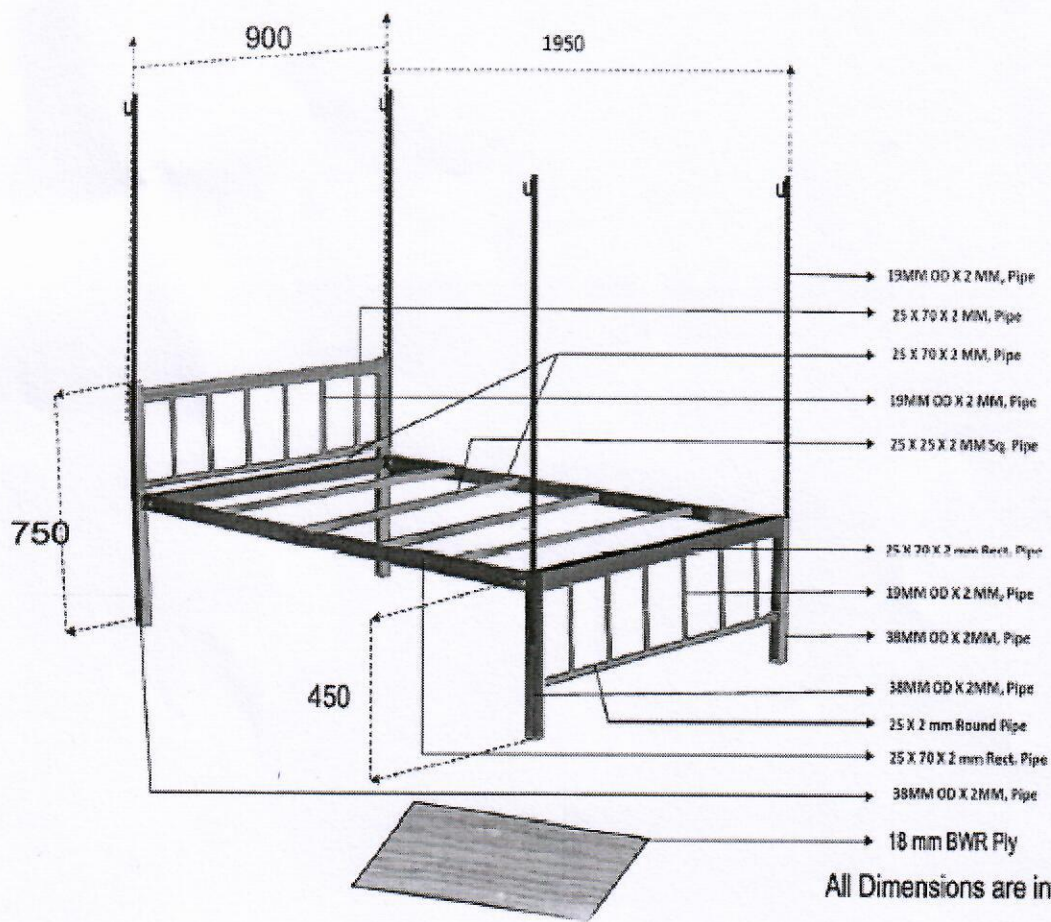
THE TOP COVER (FOR MATTRESS) OF BED IS MADE OF 18mm THICK ISO 9001 GRADE, ISI STANDARD, WATERPROOF PLY. THE (EXTENDED HEIGHT)PART OF HEAD SIDE LEG WOULD BE CONNECTED WITH A PARALLEL HORIZONTAL OF 40mm X 40mm X 2mm SQUARE MS PIPE & 5 NOS OF 25.4mm X 25.4mm X 2mm SQUARE MS PIPE VERTICALLY CONNCTED (AS SHOWN IN THE DRAWING).

THE OPEN END OF THE LEGS WOULD BE COVERD BY SQUARE RUBBER BUFFER.

ALL METAL COMPONENT SHOULD BE TREATED BY SEVEN TANK PROCESS FOR POWDER COATING PAINT i.e. DIGRESSING (1<sup>st</sup>TANK), WATER RINSING (2<sup>nd</sup>TANK), DIRUSTING BY ACID (3<sup>rd</sup>TANK), WATER RINSING (4<sup>th</sup> TANK), PHOSPHATING (5<sup>th</sup> TANK), WATER RINSING (6<sup>th</sup> TANK), PASSIVATION (7<sup>th</sup> TANK) RESPECTIVELY WITH NON ELECTROLIGHTIC DEEP PROCESS TO PRODUCE A PROTECTIVE OXIDE COATING FOR SMOOTH SURFACE WITH MATT FINISH, ANTI-CORROSIVE AUTOMATED POWDER COATING PAINTS OF THICKNESS 40-60 MICRONS & OVEN BAKED FOR HIGH RESISTANCE TO SCRATCH, CHEMICAL, THERMAL & MICHANICAL STRESSES.

PROVISION 4 Nos OF MOSQUITO PIPE OF 19 X 1.2mm THICK WITH MOSQUITO PIPE SUPPORT.

THE BED SHOULD BE OF BIFMA CERTIFIED & ATTACH WITH ISO 9001-2008 & 14001 – 2004 CERTIFICATE.

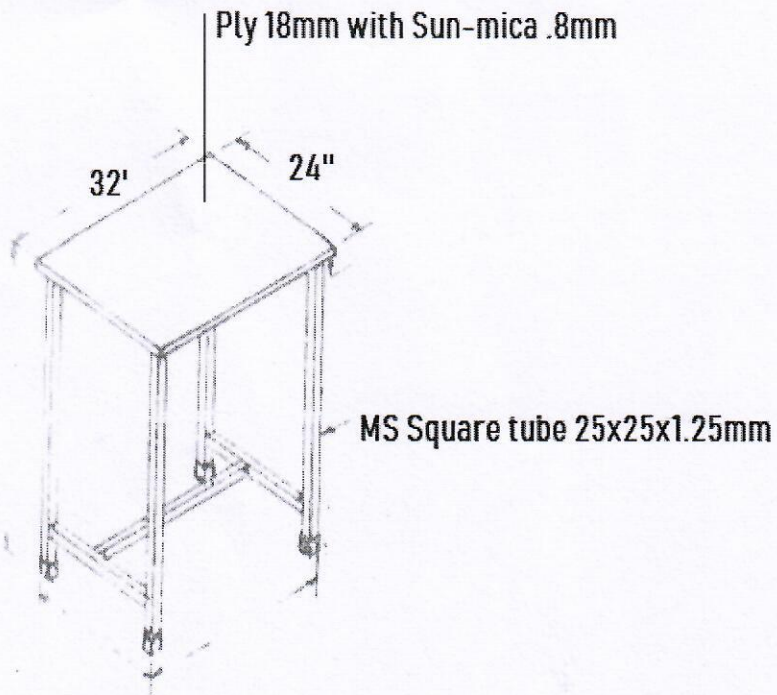


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**Item-9: Table-2 (Table for keeping drawing board having iron frame with Ply with Sun mica top without drawers)**  
**(Quantity: 50)**

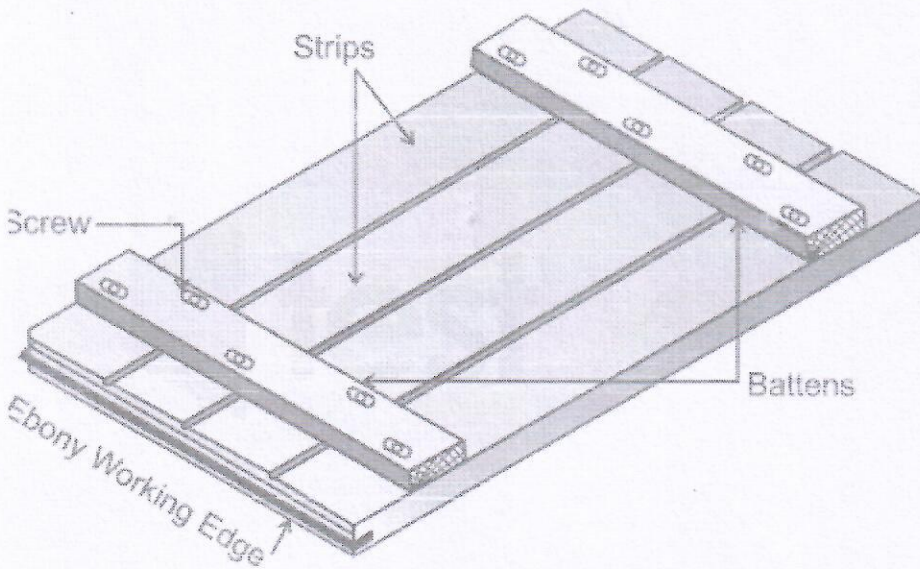


- The frame shall be made from M.S. Square tube size 25x25x1.25 mm tick.
- The table-top shall be made from cut to size 18mm thick ply with mica.
- The ply shall be fixed by fully threaded parallel sunk steel screw no. 8x38 mm with square tubes.
- The square tube frame shall be powder coat painted with red-oxide primer and bright color Olive green paint.
- The edges of ply shall be painted with bright teak wood color paint.
- The Table shall be of following size
  - 32" x 24" x 30" (L x W x H)

**Item-10: Drawing Board**

**(Quantity: 50)**

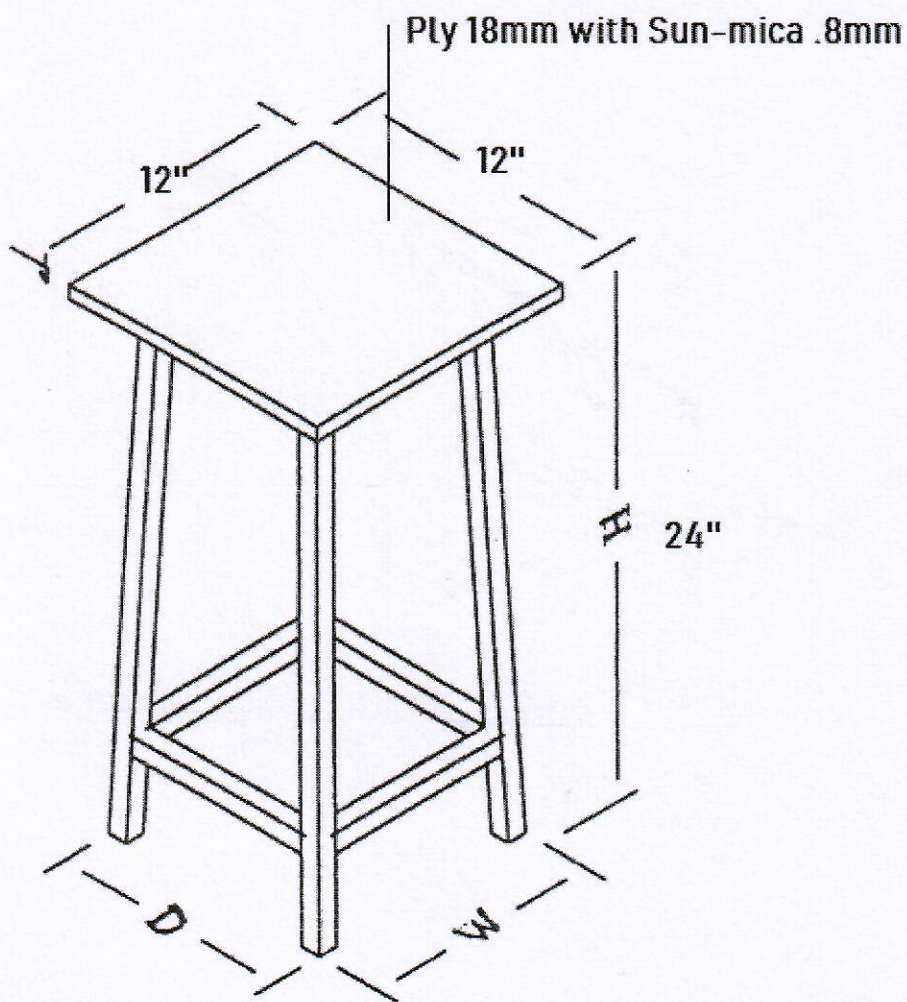
Size	700mmX500mmX15mm (Length X Width X Thickness)
Material	Pine Wood
Color	White



**Item-11: Wooden Stool**

**(Quantity: 50)**

- The frame shall be made from Saal wood size 45x45 mm tick.
- The table-top shall be made from cut to size 18mm thick ply with mica.
- The woodframe and edges of ply shall be painted with bright teak wood color paint.
- The stool shall be of following size
  - 12" x 12" x 24" (D x W x H)



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**ANNEXURE – II**

Tender Notice No. BPUT/CS&amp;P/68/2022/ 412

Dated: 30.06.2022

**TENDER DOCUMENT FOR SUPPLY OF FURNITURE, ALMIRAH AND RACK****TECHNICAL BID****(A) General Information:**

Sl.No	Item	Description
1	Name of the Proprietary/Partnership firm/Limited Company/Agency/Society	
2	Address of the Firm / Company (i) Head Office (ii) Branch in Odisha (if any) (iii) Factory Location.	
3	Year of establishment.	
4	E-mail address.	
5	Telephone Number(s)	
6	Fax No:	
7	EMD DD no. Date & Bank (Total Amount as per the respective items)	
8	Bid Processing Fee DD no. Date & Bank	
9	Is your firm registered under a) The Indian Companies Act, b) The Indian Partnership Act ( Enclose documentary proof)	
10	If your firm is a sole proprietorship firm (give details with documentary proof).	
11	If your firm comes under any other categories (give details with documentary proof).	
12	Whether insured against fire, theft, and burglary. If so, please state the amount for which insured, the name of the insurance firm and policy no.	
13	GST Regn.No.(give details with documentary proof).	
14	Permanent Account No (PAN). ( Copy to be enclosed)	

**(B) Experience of the Firm:**

Please enclose Work Orders of supply similar items

Sl. No.	Name of Government Organisation	Item	Quantity
1			
2			

**(C) Annual Turnover of last three years. (Enclose documentary proof):**

Year	Annual Turnover ( in Rupees)

Authorized Signature of the Bidder  
with Seal & Date

19/22

**FINANCIAL BID**

Tender Notice No.: BPUT/CS&amp;P/68/2022/ 4121

Date: 30.06.2022

SL No	Particulars	Unit Price in INR										
		Item -1	Item -2	Item -3	Item -4	Item -5	Item -6	Item -7	Item -8	Item -9	Item -10	Item -11
1.	Description of Item & Specification											
2.	Qty.											
3.	Unit Price											
4.	Discount %											
5.	GST %											
6.	Custom Duty % (if any)											
7.	Installation & Commissioning Charges											
8.	Charges for Training											
9.	Any Other Charges											
10.	Total Price											

1	<b>Make &amp; Model</b>	
2	<b>Delivery Mode</b>	FREE DELIVERY AT BPUT, ROURKELA
3	<b>Total Bid price per unit should be inclusive of all taxes and levies, transportation, loading, unloading, etc. The selection of bidder shall be considered item wise L1 value.</b>	
4	<b>Delivery Period</b>	Days _____
5	<b>Validity Date</b>	Maximum _____ days from the date of opening of Technical Bid
6	<b>Payment Term</b>	Payment term within 30 days from the date submission of bill Acceptance Certificate to concerned Dept. subject to submission of 10 % PBG.

PAN No.:  
 GST Registration No.:  
 Signature:  
 Authorized Signature:  
 Name:  
 Bank Address:  
 Affix Rubber Stamp:

Place :

Date:

**Mandate Form for Electronic Fund Transfer/RTGS  
Transfer**

To

The Registrar,  
Biju Patnaik University of Technology  
Chhend, Rourkela-769015, Odisha

**Sub: Authorization for release of payment / dues from BPUT, Rourkela  
through Electronic Fund Transfer/RTGS Transfer.**

1. Name of the Party/Firm/Company/Institute:
2. Address of the Party:

City: \_\_\_\_\_ Pin Code: \_\_\_\_\_  
E-Mail ID: \_\_\_\_\_ Mob No: \_\_\_\_\_  
Permanent Account Number: \_\_\_\_\_

3. Particulars of Bank:

Bank Name:		Branch Name:	
Branch Place:		Branch City:	
PIN Code:		Branch Code:	
MICR No.:			
(9 Digit number appearing on the MICR Bank of the Cheque supplied by the Bank, Please attach a Xerox copy of a cheque of your bank for ensuring accuracy of the bank name , branch name and code number)			
IFS Code:(11 digit alpha numeric code)			
Account Type	Savings	Current	Cash Credit
Account Number:			

**DECLARATION**

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold Registrar, BPUT, Rourkela responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS Transfer.

Place:

Date:

**Signature & Seal of the Authorized Signatory of the  
Party**

\_\_\_\_\_  
Certified that particulars furnished above are correct as per our records. Bankers Stamp:

Date:

**Signature of the Authorized Official from the Bank**

**FORMAT FOR PERFORMANCE BANK GUARANTEE**

(To be typed on Non-judicial stamp paper of the value of Indian Rupees of One Hundred) (TO BE ESTABLISHED THROUGH ANY OF THE NATIONAL BANKS (WHETHER SITUATED AT ODISHA OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT ROURKELA OR ANY SCHEDULED BANK (OTHER THAN NATIONALISED BANK) SITUATED AT ROURKELA. BONDS ISSUED BY CO-OPERATIVE BANKS ARE NOT ACCEPTED.)

To  
The Registrar,  
Biju Patnaik University of Technology  
Chhend, Rourkela-769015, Odisha

**LETTER OF GUARANTEE**

WHEREAS Biju Patnaik University of Technology, Rourkela (Buyer) have invited Tenders vide Tender No..... Dt. ....for purchase of ..... AND WHEREAS the said tender document requires that any eligible successful tenderer (seller) wishing to supply the equipment /furniture etc. in response thereto shall establish an irrevocable Performance Guarantee Bond in favour of “**Registrar, Biju Patnaik University of Technology, Rourkela**” in the form of Bank Guarantee for Rs ..... and valid till 38 months from the date of issue of Performance Bank Guarantee may be submitted within 30 (Thirty) days from the date of acceptance as a successful bidder.

NOW THIS BANK HEREBY GUARANTEES that in the event of the said tenderer (seller) failing to abide by any of the conditions referred in tender document / purchase order / performance of the equipment / machinery, etc. this bank shall pay to BPUT, Rourkela on demand and without protest or demur Rs ..... (Rupees.....).

This bank further agrees that the decision of BPUT, Rourkela (Buyer) as to whether the said Tenderer (Seller) has committed a breach of any of the conditions referred in tender document / purchase order shall be final and binding.

We, ..... (name of the bank & branch) hereby further agree that the guarantee herein contained shall not be affected by any change in the constitution of the Tenderer (Seller) and/ or BPUT, Rourkela (Buyer).

**Notwithstanding anything contained herein:**

1. Our liability under this Bank Guarantee shall not exceed Rs. .... (Indian Rupees..... only).
2. This Bank Guarantee shall be valid up to .....(date) and
3. We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if Institute serve upon us a written claim or demand on or before .....(date).

This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at ..... situated at ..... (Address of local branch).

Yours truly,

Signature and seal of the guarantor:  
Name of Bank:  
Address:  
Date:

**Instruction to Bank:** Bank should note that on expiry of Guarantee Period, the Original Guarantee will not be returned to the Bank. Bank is requested to take appropriate necessary action on or after expiry of bond period.

**CHECK LIST OF MANDATORY DOCUMENTS TO BE ENCLOSED**

SI	Details of Documents	Page No.
1.	Bid Processing fee of Rs. 1000/- in form of DD in favour of BPUT payable at Rourkela	
2.	EMD DD(as per Items) in form of DD in favour of BPUT payable at Rourkela	
3.	Bid submitted along with sample for no. of items and list duly signed	
4.	Bid should be serially numbered, signed, seal and indexed	
5.	Copy of PAN Card	
6.	Copy of GST Registration Certificate	
7.	Income Tax Return copies for last 3 years	
8.	Cancelled Cheque for A/C no and IFSC code	
9.	Certified copy of authorized Dealer/ Manufacturer	
10.	Copy of Company/ Partnership/ Proprietorship/ Society registration certificate	
11.	Copy of experience certificate for last five years or more	
12.	Copy of Turnover of more than Rs. 1.0 crore during last 3 years (duly certified by the Chattered Accountant from 2018-19 to 2020-21)	
13.	Copy of challan or other documents showing supply of 100 nos or more of any furniture to any one Government organization during last 3 financial years	
14.	Customer Satisfactory Performance Report (CSPR) to be signed by supplied organization on or after 01.04.2018	
15.	Power of Attorney from MD/CMD/ Proprietor/ Owner in case of submission of bid other than MD/CMD/ Proprietor/Owner	
16.	Full details of ownership and other members/ partners	
17.	Undertaking for supply of items within stipulated period	
18.	Bank Mandate as per format at Annexure –IV of Tender Document	
19.	Non-Blacklist/ Non Criminal background certificate	

**Note : all the documents to be signed and sealed**