



TRANSPORTATION ENGINEERING LABORATORY
DEPARTMENT OF CIVIL ENGINEERING
INDIAN INSTITUTE OF TECHNOLOGY KANPUR
KANPUR 208 016 , INDIA



Enquiry No – CE/TE/LFUR/2013/06

Date: 05/09/2013

Sub: Call for quotation office furniture

Dear Sir,

Please send sealed quotation(s) in Indian rupees with **all technical details** of,

Sl No	Item Description	Quantity
1	Custom fitted workstation setup for a computer lab of dimension 5.10 m x 4.96 m, made of pre-laminated particle board of at least 25 mm thickness.	For a room size of 5.10m x 4.96 m
2	Custom fitted overhead storage unit O/S 600 x 350 x 400 mm ht made of pre-laminated particle board of at least 25 mm thickness.	1
3	Computer table O/S 1500 x 750 x 740mm ht Table Tops ,made of at least 25mm thick pre laminated particle board with PVC edge banding for better aesthetics & long lasting use. Understructure – Legs made of 25mm thick Particle board pre laminated panels interconnected with 18mm thick pre-laminated modesty panels, with height adjustable levelers to take care of uneven floors.	6
4	Office table O/S 2400 x 600 x 740mm ht Table Tops – made of at least 25mm thick pre laminated particle board with PVC edge banding for better aesthetics & long lasting use. Understructure – Legs made of 25mm thick Particle board pre-laminated panels interconnected with 18mm thick pre-laminated modesty panels, with height adjustable levelers to take care of uneven floors.	1
5	Office executive table O/S 1800 x 900 x 740mm ht Table Tops made of at least 25mm thick pre laminated particle board with PVC edge banding for better aesthetics & long lasting use. Understructure – Legs made of 25mm thick Particle board pre-laminated panels interconnected with 18mm thick pre-laminated modesty panels, with height adjustable levelers to take care of uneven floors. Wire Management – grommet holes to be provided on Side return table as per requirement.	1
6	Side table O/S 1200 x 450 x 700/740mm ht , of at least 25 mm thick pre-laminated particle board	1
7	Mobile Pedestal 400 x 470 x 545mmm ht 2 Drawer + 1 Filing, of at least 25 mm thick pre-laminated particle board	2
8	Discussion table of 900 mm dia, of at least 25 mm thick pre-laminated particle board with chrome plated understructure	1

9	Office revolving chair, midback, HR form, Mesh back and fabric upholstery, pp base with fixed pp armrest	5
10	Office executive revolving chair, midback, HR form, Mesh back and fabric upholstery, pp base with adjustable pu armrest	1
11	Module plastic chair with chrome-plated pipe stand	2

Kindly arrange to send the sealed quotation(s) to the following address: Professor In Charge, Transportation Engineering Laboratory, Department of Civil Engineering, IIT Kanpur, 208016 by 12-09-2013 up to 1 pm.

Terms and conditions:

1. Quotations to be submitted only by nationally reputed furniture manufacturer or certified dealers of the nationally reputed furniture manufacturer.
2. Preference will be given to BIFMA certified products.
3. The vendor may visit the facility and make necessary measurements prior to submitting the quotations.
4. Maximum educational discounts should be applied
5. Validity of quotation should be at least for 60 days.
6. Price should be on FOR IIT Kanpur & should include the installation cost.
7. Institute is exempted for payment of Excise Duty under notification No. 10/97.
8. Warranty/Guarantee should be clearly mentioned.
9. Normal payment terms for the institute will be applicable (90% on delivery of the items and remaining 10% after satisfactory installation/inspection).
10. Quotation should carry proper certifications like agency certificate, proprietary certificate, etc.
11. The delivery and installation dates should be specifically stated. Earlier delivery may be preferred.
12. The indenter reserves the right to withhold placement of final order. The right to reject all or any of the quotations and to split up the requirements or relax any or all of the above conditions without assigning any reason is reserved.

Thanking you

Sincerely,

(Manoj Kumar)