

INDIAN INSTITUTE OF TECHNOLOGY KANPUR
Department of Mathematics & Statistics
Quotations invited

Dated: 12 Jan 2018

Enquiry No: Math/2018/JAN/001

From:

Prof. A. K. Lal,
Head

Mathematics & Statistics,
Indian Institute of Technology
Kanpur – 208016
U.P. India

Sealed Quotations are invited for the supply of **Modular Workstation** as per the following specifications: Quotations may be sent by post/courier to the above mentioned address. The details of the requirement are mentioned below.

- **Opening date: 12 January 2018**
- **Closing date: 01 February 2018**
- Essential requirement:

Modular Workstation

Quantity: 11

Pre laminated both side wooden particle board modular work station having 31.75 mm (1.25 inch) thick half round PFT work top with 19.05 mm (0.75 inch) thick sliding key board tray having one side 19.05 mm (0.75 inch) thick open self also having 02 Lockable door with handle 01 lockable drawer and one 01 open self under the door Sides of work station will be 31.75 mm (1.25 inch) Inch thick.

Each Modular workstation size:

1200 x 600 x 1500 x 1500 (mm)

OR

47.24 x 23.66 x 59.05 x 59.05 (Inch)

(L) (W) (D) (H)

All Modular workstations should not be attached with each other. Installation of each modular should be separately installed and easy movable (not fixed at one point).

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Terms and Conditions:

1. Your quotation shall contain Authorization Letter from manufacturer.
2. Maximum Academic/Educational discounts should be applied.
3. Quotation must be valid for 60 days.
4. Delivery period should not be more than 4 weeks.
5. Minimum 5 Years of experience of product supply with Government Sector.
6. The vendor/supplier/maker should have a proven record of having installed either the same or equivalent furniture on IIT Kanpur campus or some nearby campus.
7. Any design adjustment, if necessary, would be communicated to all parties submitting their quotations.
8. The details of such prior installations should be provided as a reference so that they can be inspected if necessary.
9. Tendered firm should be attached their 9001, 14001, 18001 ISO certificate and BIFMA certificate. All boards used in the construction should be ISO certified.
10. Tendered firm should be member of Green Card.
11. All the major preparation work has to be carried out at off-site locations.
12. Some final finishing work can be performed on the site
13. The quotations should give the total cost per unit basis. Given rate should be quote as individual / each separate modular workstation as above specification
14. All installation / labor charges should be absorbed in the costs.
15. Taxes should be shown separately.
16. Any charges, additional to those listed in the quotation have to be borne by the supplier
17. The warranty period should be mention clearly for all the parts and 5 years of warranty and on-site service required.
18. The service warranty should take care all damages occurring during normal use (excluding damages caused by impact or abnormally harsh activities).
19. The Institute reserves the right of accepting and rejecting any quotations without assigning any reason thereof.
20. Our standard payment terms & condition is 90% against delivery and 10% after inspection and approval.
21. IITK is exempted from excise/custom duty.
22. Tendered firms must have Proper GST No.
23. Color of board should be CEDAR color which matched with our previous modular work station at situated side.
24. The Penalty @1% per week or part thereof subject to max 10% of the delivery price will be deducted from the balance payment. If supply is not completed within stipulated period.


(A. K. Lal)

