

TENDER NOTICE

Limited quotations are invited from reputed and experienced manufacturers / suppliers for supply of Office Furniture with following specification.

Specifications:**Office furniture**

1. Two (2) Executive Tables (W-1665mm, D-900mm, H-755mm) with drawers on both sides and watching glass.
The panels are made from 18 ± 0.5 mm thick Pre-laminated Boards as per with 2mm thick PVC Edge banding on all sides, 25 ± 0.5 mm Thick Pre-Laminated Board, Lock – 10 level cam lock, Handles – Built in Plastic
2. Six (6) Office Tables-Enterprise Desk with three drawers in one side, work surface – 18mm thick. Pre laminated particle board (PLB) All work surface edges are dull sealed with 2mm thick PVC Edge banding, Leg – Fabricated component in 38mmx25mmx1.2mm thick MS ERW Tube, Finish: Epoxy Polyester Power coated to thickness of 50 micron (± 10)
3. Executive high back Revolving chairs - 2
The Seat and back are made up of 1.2 ± 0.1 thick hot pressed plywood measured as per QA method described in OCP-QLTA-P-14-18 and upholstered with fabric upholstery support for extra comfort and moulded polyurethane foam. High Back size – 47.5cm (W) x 69.5 cm (H), Seat Size – 47.0 cm (W) x 48.0 cm (D) with Pneumatic height adjustment, Twin wheel castors (Black Nylon) , Pedestal 66.3 ± 0.5 cm
4. Executive Mid back Revolving arm chairs - 5
The Seat and back are made up of 1.2 ± 0.1 thick hot pressed plywood measured as per QA method described in OCP-QLTA-P-14-18 and upholstered with fabric upholstery support for extra comfort and moulded polyurethane foam. Mid Back size – 47.5cm (W) x 69.5 cm (H), Seat Size – 47.0 cm (W) x 48.0 cm (D) with Pneumatic height adjustment, Twin wheel castors (Black Nylon) , Pedestal 66.3 ± 0.5 cm
5. Ordinary Revolving chairs - 13
The Seat and back are made up of 1.2 cm thick hot pressed plywood upholstered with fabric and moulded Polyurethane foam together with seat and back covers. The back foam is designed with contoured lumbar support for extra comfort. Back size – 39.0 cm (W) x 47.0 cm (H), Seat Size – 45.0 cm (W) x 42.0 cm (D) with Pneumatic height adjustment, Twin wheel castors (Black Nylon) , Pedestal 57.0 cm pitch-centre dia (67.0 cm with castors).
6. Steel Rack Ordinary – 5
3'x3'x15" – 3 panels making 2 compartments

The Firms should quote the rates clearly inclusive of GST and delivery charges. Besides, photo copies of Trade License, GST registration, Pan Card, Income Tax Return for last three years are also to be furnished alongwith the quotations.

The sealed quotations superscripted "supply of office furniture" along with above documents should be submitted to the Administrative Officer, Victoria Memorial Hall (VMH) on or before 2.00 p.m. on 27.12..2017. The sealed quotations will be opened on the same day at 3.00.p.m. Bidders may remain present at the time of opening the tenders if they so desire.

The successful quotationer is required to furnish a Performance Security Deposit @ 5% of work value in form of an Account Payee Demand Draft from any Commercial Bank, to be drawn in favour of "The Trustees of the Victoria Memorial". Necessary work order will be issued on receipt of the Performance Security Deposit. The Performance Security Deposit should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.

The tenderers should submit their tenders after consultation with the Administrative Officer of VMH. The right to accept or reject any tender without assigning any reason therefor is reserved by VMH

Administrative Officer

Copy to:

- 1) Accounts Officer, VMH
- 2) Office Superintendent, VMH
- 3) Storekeeper, VMH
- 4) Sri N. Sinha for uploading in VM website

Administrative Officer