



## **NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED**

(Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment, Govt. of India)

**B.T. Road, Bon-Hooghly, Kolkata-700090**

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### **NOTICE INVITING E-TENDER FOR LIBRARY FURNITURE**

National Institute for the Orthopaedically Handicapped (NIOH) invites online tenders through [www.eprocure.gov.in](http://www.eprocure.gov.in) for purchase of Library Furniture.

Cost of Tender Paper: **Rs. 500.00(Rupees five hundred only)** in favour of "National Institute for the Orthopaedically Handicapped", payable at Kolkata, in the form of DD/Pay Order/Cash is to be submitted before bid opening date in bellow mentioned address.

"National Institute for the Orthopaedically Handicapped,  
B.T.Road, Bon-hooghly,  
Kolkata-700090".

The completed Tender documents along with credentials i.e. shall be submitted online on or before **16-03-2016** at **10.00 a.m.** EMD of **Rs.60000/-(Rupees sixty thousand only)** in the form of Demand Draft/Pay Order must be issued in favour of "National Institute for the Orthopaedically Handicapped" payable at Kolkata. Scan copy of cost of EMD, Tender Paper should be uploaded along with quotation. This Institute reserves the right to accept or reject any or all the tender papers without assigning any reason, what so ever.

**INVITING QUOTATIONS FOR THE PURCHASE OF THE FOLLOWING LIBRARY FURNITURE:-**

SI No	Nomenclature	Specification	Qty.
01	<p><b><i>Modular Workstation for Reader.READER TABLES : Linear Modular Workstation -(900x600x727mm)</i></b></p>	<p><b>Partitions:</b> Minimum <b>25mm</b> thickness, frames in powder coated finish. Sitting level privacy ht: 1135 mm. The front Partition should be combination of Fabric Finished Magnetic pinup board for each person and Clear Glass privacy between side by side workstations from the work top.</p> <p><b>Glass Separator:</b> Should be made of 6mm thick toughened clear glass.</p> <p><b>Worktops:</b> 900x 600mm wide worktop, should be made of minimum 25mm thick PLP board finished with minimum 2 mm thick PVC edging. The work top should contain necessary wire manager for wire management at one end. The work top should be supported by metal powder coated Legs at the free end along with metal finish beam.</p> <p><b>Legs:</b> The work top should be supported by powder coated metal Legs. Metal C leg with upper structure size 200mm x 30mm should be made of 1mm metal powder coated sheet. The lower base structure should be made of powder coated 3mm metal section with insert PVC shoe to cover the hollow section from both sides. The lower base section should be supported with adjustable PVC Leveller.</p>	21 Nos.
02	<p><b><i>Modular Workstation for Reader /READER TABLES and CHAIRS: Back to Back Modular Workstation For readers- (900x600x727mm)</i></b></p>	<p><b>READER TABLES</b></p> <p><b>Partitions:</b> Minimum 25mm thickness, frames should have powder coated finish. Sitting level privacy ht: 1135 mm. The front Partition should be combination of Fabric Finished Magnetic pinup board for each person and Clear Glass privacy between side by side workstations from the work top.</p> <p><b>Glass Separator:</b> Should be made of minimum 6mm thick toughened clear glass.</p> <p><b>Worktops:</b> 900x 600mm wide worktop should be</p>	<p>09 Set</p> <p>Set of 01 table and 06 chairs</p> <p>All the set should be matched in material,</p>

		<p>made of minimum 25mm thick PLP board finished with 2 mm thick PVC edging. The work top should be contained necessary wire manager for wire management at one end. The work top should be supported by metal powder coated Legs at the free end along with metal finish beam panel.</p> <p><b>Legs:</b> The work top should be supported by powder coated metal Legs. Metal C leg with upper structure size 200mm x 30mm made of 1mm metal powder coated sheet. The lower base structure should be made of powder coated 3mm metal section with insert PVC shoe to cover the hollow section from both sides. The lower base section should be supported with adjustable PVC Leveller</p> <p><b><u>CHAIRS:</u></b></p> <p>The seat and back should be made up of minimum 1.2 cm. thick hot-pressed plywood, upholstered with fabric upholstery covers and moulded Polyurethane foam. The back foam should be designed with contoured lumbar support . The seat should have extra thick foam on front edge.</p> <p>BACK SIZE: W- 47.5 cm x H- 58.0cm.</p> <p><b>SEAT SIZE:</b> W- 47.0 cm x D- 48.0 cm.</p> <p>The Polyurethane foam should be moulded with density = 45 +/-2 kg/m<sup>3</sup> and Hardness = 20 +/- 2.</p>	design and colour.
03	<p><b>MODULAR COMPUTER TABLE:</b> <i>Linear Modular Workstation - 900x600x727mm</i></p>	<p><b>Partitions:</b> Minimum 25mm thickness, frames should have powder coated finish. Sitting level privacy ht: 1135 mm. The front partition should be combination of Fabric Finished Magnetic pinup board for each person and Clear Glass privacy between side by side workstations from the work top.</p> <p><b>Worktops:</b> 900x 600mm wide worktop, should be made of minimum 25mm thick PLP board finished with 2 mm thick PVC edging. The work top should be contained necessary wire manager at one end. The work top should be supported by metal powder coated legs .</p> <p><b>Legs:</b> The work top should be supported by</p>	10 Nos.

		<p>powder coated metal Legs. Metal C leg with upper structure size 200mm x 30mm should be made of minimum 1mm metal powder coated sheet. The lower base structure should be made of powder coated minimum 3mm metal section with insert PVC shoe to cover the hollow section from both sides. The lower base section should be supported with adjustable PVC Leveller</p> <p><b>Keyboard Tray &amp; C.P.U Trolley:</b> Should be metal body with powder coating finish.</p>	
04	<b>MODULAR CHAIR / READER CHAIR:</b>	<p>The seat and back should be made up of minimum 1.2 cm. thick hot-pressed plywood, upholstered with fabric upholstery covers and moulded Polyurethane foam. The back foam should be designed with contoured lumbar support . The seat should have extra thick foam on front edge.</p> <p>BACK SIZE: W- 47.5 cm x H- 58.0cm.</p> <p><b>SEAT SIZE:</b> W- 47.0 cm x D- 48.0 cm.</p> <p>The Polyurethane foam should be moulded with density = 45 +/-2 kg/m<sup>3</sup> and Hardness = 20 +/- 2.</p>	41 Nos.
05	<b>LIBRARY OFFICER CHAIR (Body line high back)</b>	<p><b>HIGH BACK CHAIR :</b> The seat and back should be made up of minimum 1.2 cm. thick hot-pressed plywood, upholstered with fabric upholstery covers and moulded Polyurethane foam. The back foam should be designed with contoured lumbar support. The seat should have extra thick foam on front edge.</p> <p>HIGH BACK SIZE 47.5 cm. (W) x 69.5 cm. (H)</p> <p><b>POLYURETHANE FOAM: The Polyurethane foam should be moulded with density = 45±2 kg/m<sup>3</sup> and Hardness = 20±2 at 25% compression.</b></p> <p>ARMRESTS :The one-piece armrests should be injected from Co-polymer Polypropylene 360° revolving type. Upright position locking, Tilt tension adjustment, <b>Seat/back tilting ratio of 1:3 (6° seat tilt/18° back tilt).</b></p> <p><b>TUBULAR FRAME: The powder coated tubular frame should be cantilever type &amp; made of dia 25.4mm x 2mm thk M.S. ER.W. Tube.</b></p> <p><b>PNEUMATIC HEIGHT ADJUSTMENT: The pneumatic height adjustment should have an adjustment stroke of should be 12.0 cm.</b></p> <p><b>TELESCOPIC BELLOW ASSEMBLY :</b> The bellow should be</p>	02 Nos.

		<p><b>3 piece telescopic type and injection moulded in black Polypropylene.</b></p> <p><b>PEDESTAL ASSEMBLY :</b> The pedestal should be injected moulded in 33% glass-filled Nylon-66 and fitted with 5 nos. twin wheel castors. The pedestal should be 66.3cm. pitch-center dia. (76.3 cm with castors). <b>TWIN WHEEL CASTORS :</b> The twin wheel castors should be injection moulded .</p>	
06	<p><b>LIBRARY OFFICERS DESK :</b>  <b>900mm X 750mm X 750mm Ht</b>  <b>+300mm Ht Storages</b></p>	<p>Workstations of size 900mm x 750mm x 750mm Ht +300mm Ht Storages .</p> <p><b>Finishes :</b> Structure should be made of minimum 25mm thick PLP board finished with minimum 2 mm thick PVC edging cupboard on right side and a keyboard tray.</p>	08 Nos.
07	<p><b>LIBRARIAN TABLE :</b></p>	<p>The table should be aesthetically appealing with central locking drawer, two side drawers with wooden facia &amp; outer structure with epoxy coated plain sheet glide screw for labelling &amp; height adjustment. Designed modesty panel in front side of Table minimum 2 mm thick.(Size: Table top - 1800mm x 900 mm /25 mm PLB with resin based lapping around the top). Height: from ground 750 mm.</p>	01 No.
08	<p><b>2 SEATER SOFA:</b>  <b>(1380 L X 860 D X 820 H)mm</b></p>	<p>Two Seater sofa with high density foam should have solid wood base with durable fabric finished seat &amp; back cushioned.</p>	03 Nos.
09	<p><b>CENTRE TABLE :</b>  <b>(1200 D X 750 D)mm</b></p>	<p>Glass Top Table having wooden Base with polish finish.</p>	01 No.
10	<p><b>Journals and periodicals display storage(900X450X1830H)mm</b></p>	<p><b>Periodical Display Rack:</b>  Size: 900 mm (W) x 450 mm (D) x 1830 mm (H)  <b>Construction &amp; Material:</b> Should be rigid knock down construction. Prime quality Steel - Panels from 0.6 mm thick &amp; Front frame 0.8 mm thick.  <b>Configuration (Racks): 5 Level Racks Display Tray:</b>  Should be suitable for full space size magazines, periodicals. Aesthetically appealing metal tray, angled for easy viewing of reading facility to access the storage behind. Sliding on rollers.  <b>Leveller:</b> Screw type leveller with plastic base (add in unit height min.8 mm &amp; additional 5 mm max for</p>	11 Nos.

		adjustment). <b>Finish:</b> Epoxy Polyester Powder coated.	
11	<p><b><i>LIBRARY BOOK RACK: Double face, Main unit , 4 Add on unit</i></b></p> <p style="text-align: center;"><b>&amp;</b></p> <p><b><i>LIBRARY BOOK RACK: Single face, Main unit , 4 Add on unit</i></b></p>	<p><b>Book stack assemblies:</b></p> <p>a. Stanchion unit with Base shoe assembly.</p> <p>b. Horizontal channel assembly with stanchion &amp; shoe unit.</p> <p><b>Stanchion unit assembly:</b> The column of the stanchion unit should have vertical slots at 28.6mm pitch to hook the shelf bracket for fixing the shelves at varying heights. The bottom of the Stanchion unit should be fitted with base shoe.</p> <p><b>Super Structure:</b> Should be super structure of the book stack should be of bolted construction comprising of stanchion unit with shoe &amp; horizontal channel.</p> <p><b>Fasteners:</b> Should be bolting of all structural members should be done using fasteners of grade 8.8. All fasteners come with galvanized finish to suit industrial atmosphere.</p> <p><b>Assembly:</b> Assembly of Stanchion unit with base shoe and horizontal channel should be by bolting. The shelves should be of hooking type, hooked with shelf brackets and fixed to stanchion slot, by simple hooking. End claddings should be bolted with end stanchion units.</p> <p>NOWELDING should be done at site during assembly.</p> <p><b>Surface finish of Book Stack components:</b> Should be powder coated for obtaining a smooth, scratch resistant</p>	04 Nos.  (02+02).

## **GENERAL INSTRUCTION AND TERMS & CONDITIONS**

### **Part 1- Technical Bid:-**

1. Relevant and complete technical details of the products quoted, enclosing detailed product literature.
2. Compliance sheet with desired and quoted specifications given in comparative table.
3. Duration of Warranty / Guarantee.
4. Location and address of nearest service point. Please note that service points located within Kolkata city limits will be preferred.
5. Copy of latest and valid Trade license, Income Tax, VAT / Sales Tax Clearance Certificate etc.
6. Demand Draft of **Rs. 60,000/-(Rupees Sixty thousand only)** as Earnest Money Deposit (EMD) by DD/Pay Order in favour of "National Institute for the Orthopaedically Handicapped" payable at Kolkata, must be deposited.
7. The bidders/tenderers shall clarify /state whether he/they are manufacturer, accredited agent or sole representative indicating principals and agent quoting on behalf of their manufacturers/principals with valid document.
8. Bidders / tenderers should have quality assurance certifications issued by the authorized organization.
9. A proof of ownership/ partnership etc. shall be submitted along with address, telephone & fax no.
10. In case of bidders or tenderers furnish false information their tender/bids will be rejected and their security deposit / EMD will stand forfeited.
11. Installation/fittings if any, to be provide by the suppliers.
12. Eligible criteria – The tenderers quoting as authorized representative of the manufacturer shall have at least 05 years of experience in related field and should obtained document from principal / manufacturer fulfilling the requirement in taking full responsibility to provide technical support service and organizational support.
13. Installation, demonstration, operational techniques and associated services, if any, to be provide by the suppliers/venders/contractors within the cost indicated.
14. Must have successfully completed three or more similar Govt. project in India in the last 10 years.
15. Rate of all the items in this tender must be quoted, otherwise the bid will be rejected.

### **Part 2- Financial Bid**

1. The price / rates for the items quoted must be valid for 06 months.
2. All additional charges applicable such as Customs duty, Excise Duty, Sales Tax/Vat, Octroi, Packing & Forwarding charges etc. in specific percentage whether inclusive to be indicated conspicuously.
3. Any other relevant information that the bidder may like to furnish so as to add the credibility, financial solvency , client list and past performance of the bidder.

### **SUBMISSION AND OPENING OF QUOTATION:**

- (A). Telegraphic/ Cabled/ faxed/ e-mail etc, which are exposed Quotation will be summarily rejected.
- (B) The Technical bids will be opened first as per Central Govt. GFR.
- (C) The Financial bids of only the firms found technically suitable will be opened for evaluation.

### **PRICE:-**

- (a). The price quoted should be F.O.R. National Institute for the Orthopaedically Handicapped, B.T.Road, Bon-hooghly, Kolkata-700090 in **Indian Rupees only**.

**Price quoted should never exceed Printed / Catalogued MRP of the product inclusive of all taxes.**

- (b). The price quoted should be firm and remain valid for at least six months from the date of tender.

### **EARNEST MONEY AND SECURITY DEPOSIT:**

All quotations must be accompanied with earnest money deposit as indicated above. Quotations without EMD will be rejected. The EMD will be refunded to the unsuccessful bidders, and shall be adjusted as part of security deposit in case of successful bidder. No interest will be paid on EMD or Security Deposit.

The successful bidder will be required to deposit Bid Security @ 10% of order value including the EMD, as Security Deposit. The SD money will remain in custody of the institute till three months after expiry of warranty period or for a mutually agreed period from the date of installation / commissioning of the ordered materials.

### **RESPONSIBILITIES FOR EXECUTION OF CONTRACT:**

The supplier is to be entirely responsible for the execution of the contract in all respect in accordance with the terms and conditions as specified in the acceptance of quotation and lawfully responsible for the supply at site and will replace any part or full, whatever the case may be, if found not in conformity with the specification as laid down. Non-fulfillment of contract as per terms and condition as stipulated shall cause forfeiting of EMD/Security deposit.



### **DELIVERY SCHEDULE:**

If the supplier fail to deliver the stores or any part thereof within the stipulated date of delivery, the competent authority of the Institute (NIOH) will be entitled at their discretion to either:

- (a). purchase the store from elsewhere, at the cost and risk of the supplier or
- (b) recover from the supplier liquidated damages liability @ 0.5% per week of the order value.

### **REMOVAL OR REJECTION:**

Any stores rejected by our quality control officer must be removed by the supplier and replacement made within seven days from the date of receipt of such intimation at his risk and cost.

### **GURANTEE/WARRANTY AT SITE:**

On site Guarantee/Warranty of the items should be for minimum **01 year** and will start from the date of commissioning/installation.

### **CREDIBILITY OF FIRM/SUPPLIER:**

- All the bidders are required to submit "Letter of Authorization from the Manufacturer verifying them as their authorized agent in India".
- The bidder should have its office/representative/service provider within a reasonable distance from the institute in Kolkata and have sales/ service installations in Kolkata.

### **BILLING & TERMS OF PAYMENT:**

Bills in Triplicate along with the Original receipted challan must be submitted to the Director, NIOH, B.T.Road, Bon-hooghly, Kolkata-700090, duly pre-receipted by affixing revenue stamp and official seal. Admissible payment will be made after final commissioning/installation and satisfactory installation certificate.

### **SETTELEMENT OF DISPUTES:**

All disputes or differences of any kind whatsoever arising out of or in connection with execution of this contract, whether during the progress of the supply or after their completion, shall be referred by the supplier to the Director of the Institute and the competent authority of the institute shall within reasonable time shall examine the case on its merit and on basis of any representation made in this context and notify decisions

thereon in writing. The decision of the Director of the Institute shall be binding upon the supplier.

If the supplier is not satisfied with the decision of the competent authority of the Institute, on any matters in question, dispute/difference to be arbitrated upon shall be referred for the decision to the Joint Secretary, Ministry of Social Justice and Empowerment, Govt. of India whose decision will be final and binding on the supplier.

**JURISDICTION:**

The Court of Kolkata will only be the jurisdiction to deal with and decide on any dispute whatsoever arising out of this tender.

The Director of the National Institute for the Orthopaedically Handicapped, reserves the right to reject any or all the tenders without assigning any reasons or giving any explanation thereof. No claim for damages will be entertained in this regard.

**In addition to above, all others terms & conditions will also be binding as applicable in Govt. of India Purchase Rule.**

The above conditions are stipulated without any prejudice.

**DIRECTOR(O)**