

मुंबई विद्यापीठ
दूर व मुक्त अध्ययन संस्था
निविदा सूचना क्र. आयडॉल/०१/२०१२

निविदा सूचनेस प्रथम मुदतवाढ

या संस्थेने, जाहिरात दि. ०५/०३/२०१२ अन्वये प्रहार, सकाळ, नवशक्ति, पुढारी, रत्नागिरी टाइम्स, हमारा महानगर, फ्री प्रेस जनरल, आफटरनून इत्यादि वर्तमानपत्रांमध्ये फर्निचर पुरविण्यासाठी प्रसिद्ध करण्यात आलेल्या निविदेला खालीलप्रमाणे प्रथम मुदतवाढ देण्यात येत आहे .

विक्री कालावधी - दि.०२/०४/२०१२ ते १६/०४/२०१२ दु.२.३० वाजेपर्यंत .

निविदा दि.१७/०४/२०१२ दुपारी ३.०० वाजेपर्यंत स्विकारण्यात येतील व त्याच दिवशी दु.४.३० वाजता उघडण्यात येतील .

बाकी सर्व मजकूर पूर्वी प्रसिद्ध केल्याप्रमाणे कायम राहिल . पूर्वीची निविदा www.mu.ac.in. या संकेतस्थळावर उपलब्ध आहे .

मुंबई -४०० ०९८
दि. ३०/०३/२०१२

डॉ. डी. हरीचंदन
प्राध्यापक-नि-संचालक

दूर व मुक्त अध्ययन संस्था
मुंबई विद्यापीठ

निविदा सूचना
फर्निचर पुरवठा करणेबाबत

मुंबई विद्यापीठाच्या दूर व मुक्त अध्ययन संस्थेमध्ये विविध प्रकारचे फर्निचर पुरविण्याबाबत दोन लिफाफा पद्धतीने सीलबंद निविदा मागविण्यात येत आहेत. सदर फर्निचरचा तांत्रिक तपशिल (specifications), अटी व शर्ती विद्यापीठाच्या www.mu.ac.in या वेबसाईटवर प्रसिद्ध करण्यात आले आहेत. सदर निविदा सहाय्यक कुलसचिव, वित्त व लेखा, दूर व मुक्त अध्ययन संस्था, खोली क्र.१०५, १ ला मजला, डॉ. शंकर दयाल शर्मा भवन, विद्यानगरी, सांताक्रुझ (पूर्व), मुंबई-४०० ०९८, येथे रूपये ५००/- रोख भरून, दिनांक ०६ मार्च, २०१२ ते २० मार्च, २०१२ दरम्यान सोमवार ते शुक्रवार, सकाळी ११.०० ते १.०० आणि दुपारी १.३० ते २.३० या वेळेत प्राप्त करता येतील व दिनांक २० मार्च, २०१२ रोजी दुपारी ३.०० वाजेपर्यंत स्वीकारण्यात येतील व त्याच दिवशी ४.३० वाजता उघडण्यात येतील.

ठिकाण- मुंबई

प्राध्यापक नि संचालक

दिनांक - ०५/०३/२०१२

UNIVERSITY OF MUMBAI
INSTITUTE OF DISTANCE AND OPEN LEARNING (IDOL)
Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (E), Mumbai – 400 098

Not Transferable

Receipt No. _____

Date: _____

**Tender Form for submitting of rates for Supply of
Furniture Items for IDOL.**

Price Rs.500/- in cash

Tender Form No.

Name of the Tenderer _____

Address _____

Office Tel. No. _____ Mobile Number _____ Sales Tax Registration No. _____

Manufacturer/Registered Furniture Supplier
(Please Strike out whichever is not relevant)

To,
The Professor-cum-Director,
Institute of Distance and Open Learning,
University of Mumbai,
Vidyanagari, Santacruz (East),
Mumbai – 400 098.

With reference to your tender notice published in the _____ dated _____, I am to submit herewith the rate for supply of various items of furniture to IDOL as below:-

ITEM NO.	DESCRIPTION OF GOODS WITH DETAILS OF SPECIFICATIONS	NUMBER/ QUANTITY	PRICE/RATE PER UNIT	TAXES	DUTIES	ANY OTHER DETAILS	Total ₹
01	Executive Table - 2 pedestals for storage of files, documents & personal effects, size 1665W x 900D x 750H mm.	01 no.					
02	Desk Table - 2 sets of storages in combination of box and file, size 1365W x 680D x 750H mm	03 nos.					
03	Desk Table - 3 storage drawers for storage of files & personal effects, size 1200W x 590D x 750H mm	12 nos.					
04	Multipurpose Table - 6 x 3 without drawers	01 no.					
05	Executive Chair - Robust Fabric upholstered chair, deep padded seat and back, tilt mechanism with upright lock	01 no.					
06	Revolving Chair - Robust Fabric upholstered chair, deep padded seat and back, tilt mechanism with upright lock	10 nos.					
07	Visitors Chair - Robust Fabric upholstered chair, deep padded seat and back with arm.	05 nos.					
08	Filing Cabinet - 4 Drawer – double extension ball slides with full drawer access, centralized cam lock, can accommodate 28 nos. of 20 mm thick foolscap files.	12 nos.					
09	Sliding Door Unit - 3 shelves with 735 x 900 x 450	01 no.					
10	Computer Trolley - Feather touch KBPT, CPU holding stand, concealed wire management and a utility tray, size 900W x 590D x 750H mm.	05 nos.					
11	Iron stool - With round seat.	10 nos.					
12	Storage Cupboard - Multipurpose storage cabinet with 5 adjustable shelves.	21 nos.					
13	Cane Chair - With arms	20 nos.					

Seal of the Firm

Signature of the Tenderer

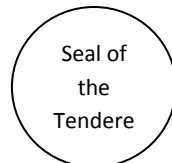
* Enclosed Terms and Conditions

** This is subject to variation and the tenderer should take cognizance of it.

I am/ We are to enclose herewith a Demand Draft/Pay Order No. _____ Dated _____ for Rs. _____ Rupees (in words)

Drawn on _____ towards Earnest Money Deposit. I/We also enclose Income Tax Clearance Certificate, Sales Tax Registration Certificate and Sales Tax clearance certificate up to February, 2012 for your records.

I/We have read the terms and conditions of the tender and I/We hereby agree to abide by the same.



Signature of Tenderer

with rubber stamp

GENERAL INFORMATION

Sealed Tender bids for the furniture items for Institute of Distance and Open Learning, University of Mumbai are invited for and on behalf of University of Mumbai by Professor cum Director – Institute of Distance and Open Learning, so as reach in his Office at Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (E), Mumbai – 400 098 latest by 16.00 hrs. on 20th March, 2012.

Tender Document containing terms and conditions and technical specifications are available in the IDOL, Accounts Section, Room No.105, Dr. Shankar Dayal Sharma Bhavan, University of Mumbai, Vidyanagari, Santacruz (E), Mumbai 400098, on payment of Rs.500/- in cash on all working days between 11.00 a.m. to 1.00 p.m. and 1.30 p.m to 2.30 p.m. from 6th March, 2012 till 12.00 hrs of 20th March, 2012. Terms and conditions as well as technical specifications can also be downloaded from the Website which is <http://www.mu.ac.in>. The tender bids duly complete in all respects, along with the necessary documents should be submitted to Professor cum Director, Institute of Distance and Open Learning, University of Mumbai, Vidyanagari, Santacruz (E), Mumbai 400098 before 3.00 p.m. on March 20th, 2012. The Technical Bids so received, shall be opened on March 20th, 2012, at 4.30 p.m. in the Office of Professor cum Director, Institute of Distance and Open Learning, University of Mumbai, Vidyanagari, Santacruz (E), Mumbai 400098 in presence of their representatives' of the Suppliers. The Financial bids of the Tenders shall be opened on the same day/or on the following day. Right to reject any or all Tenders, without assigning any reason thereof is reserved by the University of Mumbai.

Sd/-

**Professor cum Director,
Institute of Distance and Open Learning,
University of Mumbai.**

Terms and Conditions of Supply:

1. The last date and time for the acceptance of the bids is **20th March, 2012 up to 3.00 p.m.**
2. Suppliers shall submit the following documents along with their quotations:
 - Income-Tax clearance certificate from the Income-Tax Officer concerned, certifying that the tenderer has cleared all the Income-Tax dues.
 - Suppliers should be either manufacturer or authorized dealer of the said equipment and should submit the proof for the same. Also, the suppliers should state whether they are a Proprietary Firm, Partnership Firm or a Private/Public Limited Company and furnish the proof of the same.
 - The names of the organizations to which similar equipment have supplied.
 - Earnest Money Deposit in the form of a Demand Draft drawn in favour of **“Professor cum Director, Institute of Distance and Open Learning, University of Mumbai”** on any Scheduled/ Nationalized Bank, payable at Mumbai. The amount of Earnest Money Deposit shall be 3% of the total cost of tender
 - VAT Registration No.
 - Technical specifications offered by the Supplier.
 - Technical compliance table
 - Proprietary certificate, if any
3. The rates should be mentioned in the **Schedule** attached with the Tender Document. Each page of the tender shall be signed in full and stamped with the seal by the supplier. The supplier must clearly state in what capacity he or she is signing the Tender.
4. *The supplier shall submit the tender in two envelopes. The first envelope (Technical Bid) shall contain all the documents referred to in para (point no.) two above and sealed. The second envelope (Commercial Bid) shall contain the Schedule, in which the supplier shall register the rates of supply. The second envelope shall also, likewise, be sealed. Both the envelope then should be put together, and shall be sealed in an envelope, and shall prescribed time and date. The Technical Bid shall be opened first to ensure that supplier have submitted all the requisite documents. If the Technical Bids are not in order or are deficient insome respect, the commercial bids in respect of such tenders shall not be opened. The date and time of opening the financial bids shall be announced on the same day or/ one day after opening all the Technical bids.*

5. Tender bids not accompanied by the requisite amount of Earnest Money Deposit is liable to be rejected. **The DD of Earnest Money should be enclosed along with the Technical Bid Document.**
6. The Earnest Money Deposit paid by the supplier shall be forfeited, if the supplier fails to pay the necessary security deposit in the event of his tender being accepted.
7. The amount of Security Deposit/Performance Guarantee shall be 05 % of the cost. In case of successful Tenderer, the amount of Earnest Money Deposit shall be converted in Security Deposit/ Performance Guarantee. The difference between EMD and proposed amount of Security Deposit/Performance Guarantee (will be paid by the successful Tender, and) shall be refunded after the warranty period is over. The Security Deposit/Performance Guarantee can be paid in the form of a Bank Guarantee from a scheduled bank.
8. Supplier should read carefully all the instructions and terms and conditions, etc before registering rates in prescribed schedule of the tender.
9. The offers made by the suppliers shall be open for acceptance within 120 days after the last date of submission of tender.
10. **The Technical Documents shall be opened by the Nominee of Hon'ble Vice Chancellor** along with Professor cum Director, Institute of Distance and Open Learning, University of Mumbai, **at 16.00 hrs on 20th March, 2012, OR on the following day**, for those bids for which minimum three Vendors have participated.
11. In case of imported items/equipments/Furniture the rates should be quoted in the light of exemptions enjoyed by educational institutions. University is exempted from the payment of Octroi and the necessary certificate/form can be issued by the University. The customs duty applicable to the University of Mumbai is maximum 5% of the invoice.
12. Technical specifications of the instruments/equipments/Furniture are given in **Annexure** to these papers (Part B).
13. If the supplier fails to deliver the article as per the delivery schedule, the University of Mumbai shall be free to procure the balance/undelivered supply, at the risk and cost of the supplier, from other such suppliers.
14. The goods, articles, materials supplied by the supplier shall be accepted after inspection by an officer authorized by the competent authority. No articles/ materials which do not conform to the specifications laid down in the terms and conditions or damaged in transit accepted
15. The bills of the suppliers shall be paid by the University after all the furniture items have been received, inspected as above.

17. Vendor must submit Compliance statement in tabular form comparing each specification of the quoted item with that given in the Tender Document part B.

18. The warranty period shall be for three years.

20. The Item/Furniture shall be installed within the available specified location of the Department.

20. As the suppliers shall be responsible for the supply and installation (wherever necessary) of equipment at Mumbai the cost towards insurance until installation of respective items in the appropriate location, shall be borne by suppliers.

21. In the event of any breach of the terms and conditions of the supply, the University of Mumbai may terminate the contract placed with the supplier and forfeit the security deposit of the supplier.

22. Proprietary Certificate, if any, should be included in the Technical Bid.

Note:

(a) Tenders are advised to read carefully the Terms and Conditions of supply and "the Instructions to the Tenders" before recording the rates in this Schedule.

(b) No erasures or overwriting shall be allowed, unless they are authenticated under the full signature and the seal of the tenderer.