

UNIVERSITY OF MUMBAI



UNIVERSITY DEPARTMENT OF LIFE SCIENCES
Vidyanagari, Santacruz (E), Mumbai 400 098, India
Tel: (022) 26528822; Fax: (022) 26528822 ; Email:bagdeu@yahoo.com

TENDER DOCUMENT FOR FURNITURE (GODREJ MAKE ONLY)

Part A - Terms and Conditions

Part B - Specifications

Note:

Price: Rs. 500/- (non-refundable) can be submitted as (a) cash at the time of collection of Tender Documents OR (b) Demand Draft at the time of submission of Tender Document/s at the University Department of Life Sciences, University of Mumbai, Vidyanagari, Santacruz (E), Mumbai 400098.

The Demand Draft should be drawn in favour of "Finance and Accounts Officer, University of Mumbai", payable at Fort, Mumbai.

Important Dates:

Last date of Sale of Tender Document	January 29, 2012, from 11.00 to 16.00 hrs
Last Date of Receiving sealed Bids	January 30, 2012, at 15.00 hrs
Date of Opening of Bids if minimum three Vendors have participated	February 01, 2012, 16.00 hrs

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**TENDER DOCUMENT FOR FURNITURE
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PART A - TERMS AND CONDITIONS

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GENERAL INFORMATION

Sealed Tender bids for the said Item for University Department of Life Sciences University of Mumbai are invited for and on behalf of University of Mumbai by Professor & Head – University Department of Life Sciences, so as reach in his Office (on the address mentioned in the Header of this Document) latest by 15.00 hrs on January 30, 2011.

Tender Document containing terms and conditions and technical specifications are available on the Website of University of Mumbai (<http://www.mu.ac.in>), AND also in the Office of University Department of Life Sciences, University of Mumbai, Vidyanagari, Santacruz (E), Mumbai 400098, on all working days between 11.00 and 16.00 hrs from January 15, 2012 till 12.00 hrs of January 29, 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 & Head, University Department of Life Sciences, University of Mumbai, Vidyanagari, Santacruz (E), Mumbai 400098 before 15.00 hrs on January 30, 2011.

The Technical Bids so received, shall be opened on February 01, 2012, at 16.00 hrs in the Office of Professor & Head, University Department of Life Sciences, University of Mumbai, Vidyanagari, Santacruz (E), Mumbai 400098 in presence of the representatives of the Suppliers. The Financial bids of the Tenderers shall be opened on the same day/ or on the following day. The names of shortlisted Tenderers shall be announced on the website after scrutinizing the Technical bids and evaluating their suitability to meet the University requirements. Right to reject any or all Tenders, without assigning any reason thereof is reserved by the University of Mumbai.

Sd/-
PROFESSOR & HEAD
UNIVERSITY DEPT. OF LIFE SCIENCES
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Terms and Conditions of Supply:

1. The last date and time for the acceptance of the bids is **on January 30, 2012 at 15.00 hrs.**
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 and laboratories to which similar equipment have supplied.
 - Earnest Money Deposit in the form of a Demand Draft drawn in favour of **“Finance and Accounts officer, University of Mumbai”** on any Scheduled/ Nationalized Bank, payable at Mumbai. The amount of Earnest Money Deposit shall be Rs. 20,000/-.
 - 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 in some 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 one day after

Ref. No.: UDLSc Tender (LSc/1303 of 2012)

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Date: January 10, 2012

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opening all the Technical bids.

5. Tender bids not accompanied by the requisite amount of Earnest Money Deposit are 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 Tenderer, 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. Taxes and duties etc., should be shown separately.
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 and Head, University Department of Life Sciences, University of Mumbai, **at 16.00 hrs on February 01, 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).

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13. The delivery, installation & operational training of the instruments/equipment should be completed within 3 months from placing of the order, in case of the imported equipment and within 15 days if the instrument/equipment is made in India. No extension shall be granted to the contractors/suppliers for the period of delivery, under any circumstances.
14. 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.
15. 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
16. The bills of the suppliers shall be paid by the University after all the materials /articles/equipments 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. The Vendor also must supply a soft copy of the Table only in Microsoft in word 2003 format.**
18. **If the equipment is imported and requires PC, printer other peripherals, they can be bought from India and should be of International quality. The monitor should LCD/TFT screen. The printer should be LaserJet printer. The processor should be Intel Core2 Duo. Specifications for this would be provided separately, if required. The amount quoted for the items bought in India, installation; servicing etc. can be in Indian Rupees and the imported items can be quoted in foreign currency.**
19. **The warranty period shall be for three years.**
20. **The Item/Furniture shall be installed within the available laboratory space/s at specified location of the Department.**
21. As the suppliers shall be responsible for the supply and installation (wherever

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necessary) of equipment at Mumbai the cost towards insurance until installation of respective items (instruments/ hardware/ software/ items) in the appropriate location, shall be borne by suppliers.

22. 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 or the supplier.

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

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SCHEDULE TO TENDER

Note:

- (a) Tenderers are advised to read carefully the Terms and Conditions of supply and "the Instructions to the Tenderers" 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.
- (c) The Rates shall be FOR, at destinations/godowns/places indicated in the delivery

ITEM NO	DESCRIPTION OF GOODS WITH DETAILS OF SPECIFICATIONS	NUMBER/Q UANTITY	PRICE/ RATE PER UNIT	TAXES	DUTIES	ANY OTHER DETAILS

Signature of the Tenderer

Seal of the Firm

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**TENDER DOCUMENT FOR FURNITURE
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Sr.No.	FURNITURE	SPECIFICATIONS	QTY.
1.	Chair H/B Bravo	SEAT/BACK ASSEMBLY: The seat and back are made up of 1.2 cm. thick hot-pressed plywood. Upholstered with fabric upholstery covers and moulded Polyurethane foam. The back foam is designed with contoured lumbar support for extra comfort. The seat has extra thick foam on front edge to give comfort to popliteal area. POLYURETHANE FOAM: The Polyurethane foam is moulded with density =45 +/-2 at 25% compression. CENTER TILT SYNCHRO MECHANISM feature: 360 degree revolving type, Upright position locking, Tilt tension adjustment, Seat/back tilting ratio of 1:3 (6 degree seat tilt/18 degree back tilt) PEDESTAL ASSEMBLY: The pedestal is injection moulded in black 30% glass-filled Nylon and fitted with 5 nos. twin Nylon castors. The pedestal is 66.0cm. pitch-center dia. (76.0 cm. with castors.)	3Nos.
2.	Vertical Sliding door unit	Sliding Door Arrangement: Sliding Door with tip hanging arrangement to prevent derailment. Each door provided with 2 plastic roller having steel ball bearing for smooth movement of door & less noise. Locking & handle: Snap on type aesthetically appealing die cast 5 Lever Cam lock for safe locking. Plastic flush & recessed handle. Shelving: Height wise Adjustable Shelf Mounting. Uniformly Distributed Load Capacity per each full is 80 Kg maximum & for half shelf it is 40 Kg. Finish: Epoxy Polyester Powder coated to the thickness of 50 microns (+/-10). 5900Wx450Dx1192.5H	3Nos.
3.	Storwel plain 4S	Construction & Material : Welded construction,0.8 mm thk CRCA for Back, Shelf & 0.9 mm thk CRCA for all other components. Locking & handle: Mazak Handle, 3 way locking mechanism with shooting bolt arrangement. Shelving: Height wise Adjustable Shelf Mounting. Uniformly Distributed Load Capacity per each full shelf is 80kg maximum. Finish: Epoxy Polyester Power coated to the thickness of 50 microns (+/-10).	4Nos.
4.	Mayfair table	Tops/Work surfaces: Made from 18mm thick PLT with	3Nos.

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		<p>PVC lipping. Side Panels: (Black) Made form 18mm thick PLT with PVC lipping. Shelf Storage units and Open shelf ERU: (Black) Made form 18mm thick PLT with PVC lipping. Mobile Pedestal: One Box and one Filing drawer with 18mm thick PLB fronts and top. Table 1350x750X750 ERU 1200x450x450 Pedestal</p>	
5.	Visitors Chairs Bravo	<p>SEAT/BACK ASSEMBLY: The seat and back are made up of 1.2 cm thick hot pressed plywood, upholstered with fabric and moulded Polyurethane foam with PVC Lipping all around. The back foam is designed with contoured lumbar support for extra comfort. The chair is available in four models. POLYURETHANE FOAM: The polyurethane foam is moulded with density =45 +/-2 kg/m and Hardness = 20 +/-2 on Hampden machine at 25% compression. ARMRESTS: The armrest tops are injection moulded from black Polypropylene. They are fitting to tubular armrest supports made of Dia.2.54cm. (1") x 14 BG M.S.E.R.W. tube and black powder coated. The tubular armrest supports hold together the seat and back. CENTRE PIVOT MECHANISM: 360 degree revolving type. 17 degree maximum tilt on pivot at centre. Tilt tension adjustment. Upright locking. PNEUMATIC HEIGHT ADJUSTMENT: The pneumatic height adjustment has an adjustment stroke of 9.0 cm. PEDESTAL ASSEMBLY: The pedestal is fabricated from 0.2cm. thick CR steel, powder coated and fitted with an injection moulded black Polypropylene hub cap and 5 nos. twin wheel castors. (castor wheel dia. 5.0cm) The pedestal is 60.0cm. pitch-centre dia. (70.0 cm with castors.)</p>	13Nos.
6.	Work station	<p>Providing & Fixing 50mm. THK 1251mm. HT Panel with combination of fabric magnetic tile above WS & Metal tile below WS Providing intermediate race way below WS. Providing 25mm THK Prelaminated Rectangular WS with PVC lipping of size 1200wx600d. The main frames of the system is 28.5mm thick with verticals and horizontal welded together to form a rigid</p>	2Nos.

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		structure. Furthermore rigidity will be provided by, MS light barriers which shall be pop riveted to the frame at appropriate Locations. (Position of light barrier will depend on the tile configuration). The frame is powder coated in standard black colour. Providing frames with MS bottom fascia of ht. 150mm,(0.8 mm thk, thickness increased to give a more rigid look) The fascia will be fitted to the frame with help of plastic hinge pieces. Raceways can be provided 6” below work surface of just above the work surface. The raceways also will be mounted on the frame with help of plastic hinge pieces.	
7.	Over Head Storage Unit	900wx450	7Nos.
8.	Cubicle	Providing & Fixing 50mm. THK 1251mm. HT Panel with combination of fabric magnetic tile above WS & Metal tile below WS Providing intermediate race way below WS.	1No.
9.	CPU Trolley	Movable Trolley for keeping CPU	4Nos.
10.	KBPT	Metal	4Nos.
11.	Pedestal	Nova Free Standing Full HT (Full Metal) with Flat Metal front Pedestal of size 390Wx435Dx646H. 3DR=2Box + 1 File	2Nos.
12.	High back Chair	Model Leoma with lumbar pad support, die-cast aluminium pedestal, 3 Position locking, KTS mech.	1No.

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