



University of Kota, Kota

MBS Marg, Near Kabir Circle, KOTA (Rajasthan)-324 005

Ref. No.: F. () / Furniture-RUSA2.0/GAD /UOK /2026/ 7632

Date:17/08/2026

Technical Bid (Part-A)

1.	NIB No & Date	NIB No: 16/2026-27 Dated:17/08/2026 Bid For Supply of the Furniture for the University Departments/Sections under RUSA 2.0 scheme and University Fund.
2.	Address of Procurement Entity	Registrar, University of Kota, Kota Contact No 0744-2472934 Email Id – registrar@uok.ac.in

S. No.	Description	Detail	Whether Enclosed (Write Yes/No)	Page No.
1.	Name and address of the bidder submitting the tender (Photo ID Proof shall be attached)			
2.	Email ID and contact details (phone/ mobile/fax) of the bidder			
3.	PAN Card No. (Copy shall be enclosed)			
4.	GST registration no. (Copy shall be enclosed)			
5.	Bank Details of the Bidder: Banker's Name in the Branch Account Number Account Type Bank Name and Address IFS Code			
6.	Whether original manufacturer. (Copy of certificate must be uploaded)			
7.	Is Bidder MSME enterprise ?			
8.	An average annual turnover of last any three financial years (between F.Y. 2022-23 to F.Y. 2025-26) of the bidder shall be equal to or more than 15 Lacs. (Enclose the documentary proof i.e. CA certificate along with Audited annual accounts (balance sheets and profit & loss statements)			
9.	The tender fee amounting to INR 1000/- to be deposited vide Demand Draft in favor of Registrar, University of Kota, Kota	Demand Draft Number..... Bank Dated.....		
10.	Bid Security (0.5% of Bid value i.e. INR 18500/- to be deposited vide Demand Draft in favour of Registrar, University of Kota, Kota	Demand Draft Number..... Bank Dated.....		
11.	The RISL Processing Fee amounting to INR 500/- to be deposited vide Demand Draft in favor of Managing Director RISL, Jaipur	Demand Draft Number..... Bank Dated.....		
12.	Whether bidder has the experience of supply of Furniture to the Government Departments/Public University/Govt. Autonomous bodies/PSUs during last five financial years. (Copy of the relevant purchase order issued by the competent authority to be uploaded). The bidder has to submit at least three work orders and their bills, each of value of equal to or more than Rs. five lacs, within last five financial years (2021-2022, 2022-23, 2023-2024, 2024-25 and 2025-26).			

13.	Is the manufacturer a authorized MSME for furniture production. (if yes then copy of the <i>Authorization Certificate shall be enclosed</i>)			
14.	Whether duly filled Annexure 3 for Technical Compliance Statement enclosed ?			
15.	Duly filled Form A and B enclosed?			
16.	Compliance of Code of Integrity and No Conflict of Interest (<i>As per Annexure-A</i>)			
17.	Declaration by the Bidder regarding Qualifications (<i>As per Annexure-B</i>)			
18.	Grievance Redressal during Procurement Process (<i>As per Annexure-C</i>)			
19.	Additional Conditions of Contract (<i>As per Annexure-D</i>)			

- ❖ Form A, B, C & D as prescribed in Rajasthan Transparency in Public Procurement Rules, 2013 duly signed shall be enclosed.
- ❖ Bidder must have experience of the supply of tendered articles to Government Departments/public University, Govt. Autonomous body/PSUs, with at-least three supply orders each of the value of equal to or more than Rs. five lacs, within last five financial years.
- ❖ Copy of the required experience must be enclosed with the bid, in which issuing authority address must be clearly mentioned.

Signature of the bidder with Seal

Date:.....

Place:.....

UNIVERSITY OF KOTA, KOTA

ONLINE BID NOTICE NO. 16/2026-27 (E-Tender)

Technical Compliance Statement for Equipment/others

1. The technical Compliance should compulsorily be in this sheet only, otherwise it should be assumed that bidder is not able to offer technically desired product.
2. All the columns of this sheet should be filled compulsorily the bidder, Merely mentioning “to refer catalogue or brochure or literature” will be entertained.
3. The bidder shall be fully responsible for the information provided in this sheet. Any false statement shall render the breach of basic foundation of the contract.
4. If the bidder wants to offer more than one model or optional items then copy of this sheet may be used for each model or option.
5. List of Government Institutes where the quoted models were installed may also be enclosed.
6. Brochure of the quoted model must be enclosed.

Item No. Name Qty..... Make/Model.....

S. No.	Technical Specification	Compliance (Write Yes/No)	Corresponding page no. & Para no. of Catalogue/ Brochure/Literature	Any deviation from technical Specification if yes, please specify

SIGNATURE OF THE BIDDER

(To be given on manufacture letter head)

Form-A
(Apply in Duplicate)
[Application by MSME for Purchase preference in procurement of Goods]

To,
The General Manager
DIC, District-Kota.

1. Name of Applicant with Post:
2. Permanent Address:
3. Contact Details:
 - a. Telephone No.:
 - b. Mobile No.:
 - c. Fax No.:
 - d. Email Address:
4. Name of micro & small enterprise:
5. Office Address:
6. Address of work place :
7. No. & Date of Entrepreneurs Memorandum-II / Udyog Aadhaar Memorandum: (enclose photo copy)
8. Products for which Entrepreneurs Memorandum-II / Udyog Aadhaar Memorandum availed:
9. Products for which are at present being produced by the enterprise:
10. ¹Products for which purchase preference has been applied for:
- 11. Production capacity as per Capacity Assessment Certificate**
 (enclose photocopy of Capacity Assessment Certificate)

Serial No.	Product	Production Capacity	
		Quantity	Value
1.			
2.			
3.			
4.			

12. List of Plant & Machinery installed

Serial No.	Name of Plant & Machinery	Quantity	Value
1			
2			
3			
4			

13. List of Testing Equipments installed

Serial No.	Name of Testing Equipments	Quantity	Value
1			
2			
3			
4			

14. ²[Benefits availed in last financial year and current financial year]

- a. Benefits depositing Bid Security and Performance Security:

Department	Last Financial Year		Current Financial Year	
	Bid Security	Performance Security	Bid Security	Performance Security

1. Substituted by Notification Na.F.2(2)FD/SPFC/2017 dated 29.8.2018, published in Raj, Gazette EO PLA(i) dated 4.9.2018.

2. Substituted by Notification No. F 2(2)FD/SPFC/2017 dated 29.8.2018, published in Raj. Gazette EO Pt.4(ii) dated 4.9.2018.

b. Details of Supply orders received:

Department	Last Financial Year			Current Financial Year		
	No. & Date of purchase order.	Amount for which purchase order received	Amount of goods Supplied	No. & Date of purchase order.	Amount for which purchase order received	Amount of goods Supplied

I declare that the above all facts given in the application are correct and my enterprise is producing the items mentioned in column No. 10.

Date

Signature

(Name of the applicant along with seal of post)

Office of the District Industries Centre _____

Form-B

Format of Affidavit

I S/o Aged..... Yrs
..... Residing at
Proprietor/ Partner/ Director of M/s do hereby Solemnly
affirm and declare that:

(a) My / Our above noted enterprise M/s..... has been
issued acknowledgement of Entrepreneurial Memorandum part-II by the District
Industries Center the acknowledgement no. is
dated and has been issued for manufacture of following items.

Name of item	production Capacity (Yearly)
(i)	
(ii)	
(iii)	
(iv)	
(v)	
(b) My/our above noted acknowledgement of Entrepreneurial Memorandum part-II has not been cancelled or withdrawn by the Industries Department and that the enterprise is regularity manufacturing the above items.	
(c) My/our enterprise is having all the requisites plant and machinery and is full equipped to manufacture the above noted items.	

Place

**Signature of Proprietor/Director/Authorized
Signatory with rubber Stamp and date**

SPECIAL CONDITIONS FOR BIDDERS

1. Bidders are advised to read all the Terms & Conditions of the bid carefully before participating in the online bidding process.
2. The bidder must be a well-established manufacturing company/firm/authorized distributor/dealer/supplier with a large market share in the related furniture. (Appropriate authorization letter shall be enclosed in case of authorized distributor/dealer/supplier)
3. Only bonafide bidders will be allowed to participate in the procurement process. Therefore, bidders shall furnish a declaration regarding qualifications along with other necessary documents which are required for participation in the bidding process and eligibility for bidders.
4. An average annual turnover of any last three financial years (between F.Y. 2022-23 to F.Y. 2025-26) of the bidder shall be equal to or more than 15 Lacs. The bidder will have to enclose the documentary proof i.e. CA certificate along with Audited annual accounts (balance sheets and profit & loss statements).
5. The bidder must have experience of the supply of tendered articles to Government Departments/public University, Govt. Autonomous body/PSUs, with at-least three supply orders, each of the value of equal to or more than Rs. five lacs within last five financial years (2021-2022, 2022-23, 2023-2024, 2024-25 and 2025-26). The bidder will have to enclose the copy of work orders and other relevant documents in its support.
6. Bidders shall have to submit PAN, GST Registration Number, and any other document as required in the bidding document without which the bids will not be considered.
7. No new partner(s) shall be accepted in the firm by the contractor in respect of the contract unless he/they agree to abide by all its terms & conditions and submit a written agreement in the office of the procuring entity to this effect. The Contractor's receipt for acknowledgment or that of any partners subsequently accepted as above shall bind all of them and will be sufficient discharge or any of the purpose of the contract.
8. The successful bidder(s) shall be deemed to have carefully examined the terms & conditions, specifications, size, make, and layouts, *etc.* of the goods, Furniture **Items** *etc.* to be supplied. If he/she has any doubt as to the meaning of any portion of these conditions or of the specification, *etc.* He/She shall, before signing the contract, refer the same to the procuring entity and get clarification.
9. Delivery of the items (Furniture) should be in stipulated time of 30 days (indigenous items).
10. Standard material should be used in making furniture/item. An Undertaking of Rs. 100/- stamp paper must be submitted by the successful bidder regarding used material for furniture being of standard of BIFMA/ ISO 9001:2015/ISO 14001:2015.
11. Rate per unit/number, rate per running foot/meter, rate per square foot/meter, *etc.* should be quoted by the tenderer to compare the rate of quoted items for finalization of L1 firm because, in place of supply of assembled items, some of the items like sofa, wooden rack, bookcase, *etc.* mentioned above may also be customized according to the shape and size of the site.
12. Sample must be submitted in the office of the procurement entity by the L1 firm for demonstration and finalization of the material, shape, size, colour, *etc.* of the items to be procured and installed or fixed at a particular site in the University campus.
13. If required, higher specifications may also be finalized.
14. Same technical specifications may also be used to execute/install any of these items at any other place/office in the University campus.
15. Shape, size and quantity of the items, which are mentioned here, are tentative only and may be changed, increased or decreased by the University or committee constituted for this purpose at the time of execution of the work.
16. All the works related to the supply and installation of mentioned and their related items will be executed by the executing agency in the directions of the University or committee constituted for this purpose.
17. Technical specifications of the material used in various items will be checked randomly by the University or committee constituted for this purpose at any time and any stage of the execution of the work.
18. Actual size and quantity will be calculated and verified after completion of the work. Therefore, bills will be submitted by the execution agency after completion of the work and calculation of the actual size and quantity of the items fixed/installed as well as verification of the actual work done.
19. The Firms to submit the Technical specifications in Tabular Form by incorporating all individual technical specification by mentioning Yes /NO (with proof of the page no in literature/brochure of instrument) and positive and negative deviation. If any with complete details. Incomplete Technical bid will not be considered at all. The firms to enclose /upload original printed literature (Brochures. if any. Photocopy not accepted).
20. Two different invoices should be presented for the A.-Items to be purchased under RUSA 2.0 Head (worth around 30 Lakh) and B- Items to be purchased under University Head (worth around 7 Lakh)
21. Quantity mentioned in front of each item may be increased or decreased by the University as per the availability of the grant / budget for the award of contract or issue of letter of intent or issue of purchase order as per RTTP Act & Rules.

Head-wise Division of Purchase Amount of Furniture in RUSA 2.0 and University Fund

A. Items to be purchased under RUSA 2.0 Head (worth around 30 Lakh)

S. No.	Name of Item / Goods	Qty.
1.	Office Table (2½ft x 5ft)	17
2.	Office Table (3ft x 6ft)	28
3.	Executive Table (4ft x 8ft)	4
4.	Round Shaped Meeting Table (4ft x 8ft)	4
5.	Office Chair	350
7.	Revolving Chair	8
10.	Triple Storage Wooden Side Rack (Type-C)	3
11.	Wooden Book Case	4
12.	Office Sofa (3-Seater)	4
13.	Office Sofa (2-Seater)	10

B. Items to be purchased under University Head (worth around 7 Lakh)

S. No.	Name of Item / Goods	Qty.
1.	Non-Revolving and Non-Tilting Chair	30
2.	Triple Storage Wooden Side Rack (Type-A)	4
3.	Triple Storage Wooden Side Rack (Type-B)	12
4.	Office Sofa (Single-Seater)	8
5.	Centre Table (2ft x 4 ft)	9
6.	Corner Table (2½ft x 2½ ft)	10

Note: Item wise quantity mentioned in front of above items may be increased or decreased by the University as per the availability of the grant / budget for the award of contract or issue of letter of intent or issue of purchase order as per RTPP Act & Rules.



University of Kota, Kota

MBS Marg, Near Kabir Circle, Kota (Rajasthan)-324005



Technical Specifications of Furniture for University Departments under the RUSA scheme of Government 2.0 and University Fund.

S. No.	Name of Item / Goods	Technical Specifications																																		
1.	Office Table (2½ft x 5ft)	 Layout of Office Table (2½ ft x 5 ft) GENERIC <table><tr><td>Mode of supply</td><td>Assembled Ready to Use</td></tr><tr><td>Frame type</td><td>Free standing</td></tr><tr><td>Under structure of table</td><td>Gable end and modesty panel</td></tr><tr><td>Storage provided</td><td>Both side</td></tr><tr><td>Foot rest</td><td>Provided</td></tr><tr><td>Keyboard tray</td><td>Not provided</td></tr><tr><td>Number of Storage unit provided</td><td>Four storages</td></tr></table> MATERIAL: <table><tr><td>All parts of the Table</td><td>Three-layer pre-laminated particle board (wood product) conforming to grade II type III of IS 12823 or commercial block board conforming to IS 1659 or latest grade.</td></tr></table> MISCELLANEOUS <table><tr><td>Table top long and plain sides, Gable end and modesty panel plain side</td><td>Edge bending with CP teak wood or PVC tape of 2mm thick with the help of hot melt glue</td></tr></table> DIMENSION <table><tr><td>Thickness of table top ±2 mm</td><td>38 mm</td></tr><tr><td>Thickness of gable end and modesty panel ±2mm</td><td>19 mm</td></tr><tr><td>Length of table top ±10 mm</td><td>1500 mm</td></tr><tr><td>Depth of table ±10 mm</td><td>750 mm</td></tr><tr><td>Height of table ±10 mm</td><td>750 mm</td></tr></table> STORAGE UNIT <table><tr><td>Width of storage unit ±10mm</td><td>450 mm</td></tr><tr><td>Depth of storage unit in mm (±10mm)</td><td>650</td></tr><tr><td>Height of smallest storage unit ±5mm</td><td>75mm</td></tr></table>	Mode of supply	Assembled Ready to Use	Frame type	Free standing	Under structure of table	Gable end and modesty panel	Storage provided	Both side	Foot rest	Provided	Keyboard tray	Not provided	Number of Storage unit provided	Four storages	All parts of the Table	Three-layer pre-laminated particle board (wood product) conforming to grade II type III of IS 12823 or commercial block board conforming to IS 1659 or latest grade.	Table top long and plain sides, Gable end and modesty panel plain side	Edge bending with CP teak wood or PVC tape of 2mm thick with the help of hot melt glue	Thickness of table top ±2 mm	38 mm	Thickness of gable end and modesty panel ±2mm	19 mm	Length of table top ±10 mm	1500 mm	Depth of table ±10 mm	750 mm	Height of table ±10 mm	750 mm	Width of storage unit ±10mm	450 mm	Depth of storage unit in mm (±10mm)	650	Height of smallest storage unit ±5mm	75mm
Mode of supply	Assembled Ready to Use																																			
Frame type	Free standing																																			
Under structure of table	Gable end and modesty panel																																			
Storage provided	Both side																																			
Foot rest	Provided																																			
Keyboard tray	Not provided																																			
Number of Storage unit provided	Four storages																																			
All parts of the Table	Three-layer pre-laminated particle board (wood product) conforming to grade II type III of IS 12823 or commercial block board conforming to IS 1659 or latest grade.																																			
Table top long and plain sides, Gable end and modesty panel plain side	Edge bending with CP teak wood or PVC tape of 2mm thick with the help of hot melt glue																																			
Thickness of table top ±2 mm	38 mm																																			
Thickness of gable end and modesty panel ±2mm	19 mm																																			
Length of table top ±10 mm	1500 mm																																			
Depth of table ±10 mm	750 mm																																			
Height of table ±10 mm	750 mm																																			
Width of storage unit ±10mm	450 mm																																			
Depth of storage unit in mm (±10mm)	650																																			
Height of smallest storage unit ±5mm	75mm																																			

		Height of medium storage unit $\pm 5\text{mm}$	175mm
		Height of largest storage unit $\pm 5\text{mm}$	255mm
		FOOTREST	
		Length of footrest $\pm 10\text{mm}$	600 mm
		Depth of footrest $\pm 10\text{mm}$	350 mm
		Height of footrest $\pm 10\text{mm}$	125 mm, 75 mm
		Finish of exposed edges	0.5-1.0 mm thick PVC tape with the help of hot melt glue
		Material thickness of footrest $\pm 2\text{mm}$	19 mm
		COLOUR & FINISH	
		Table top finish	Laminate in colour with swede finish 0.8-1.0 mm thick mica conforming to IS 2046 or grade with having balancing laminate of 0.8mm thick on other side.
2.	Office Table (3ft x 6ft)	Table top shade	Rose wood color
		 Layout of Office Table (3 ft x 6 ft)	
		GENERIC	
		Mode of supply	Assembled Ready to Use
		Frame type	Free standing
		Under structure of table	Gable end and modesty panel
		Storage provided	Both side
		Foot rest	Provided
		Keyboard tray	Not provided
		MATERIAL	
		All parts of the Table	Three-layer pre-laminated particle board (wood product) conforming to grade II type III of IS 12823 or commercial block board conforming to IS 1659 or latest grade.
		MISCELLANEOUS	
		Table top long and plain sides, Gable end and modesty panel plain side	Edge bending with CP teak wood or PVC tape of 2mm thick with the help of hot melt glue
		DIMENSION	
		Thickness of table top $\pm 2\text{ mm}$	19 mm
		Thickness of gable end & modesty panel $\pm 2\text{mm}$	19 mm
		Length of table top $\pm 10\text{ mm}$	1800 mm
		Depth of table $\pm 10\text{ mm}$	900 mm
		Height of table $\pm 10\text{ mm}$	750 mm
		Dimension of leg (mm X mm) $\pm 5\text{ mm}$	No legs

STORAGE UNIT

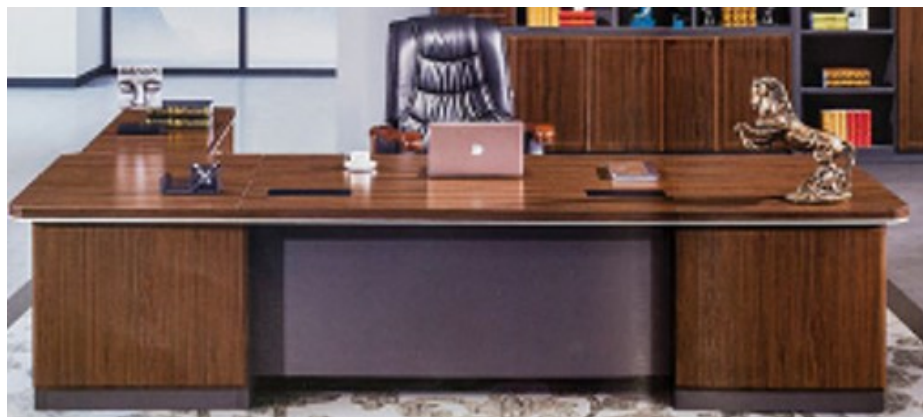
Number of Storage unit provided	4 drawer and one cupboard (3 drawer one side and 1 drawer & 1 cupboard with handle at other side)
Width of storage unit ± 10 mm	450 mm
Depth of storage unit in mm (± 10 mm)	750 mm
Height of smallest storage unit ± 5 mm	125 mm
Height of medium storage unit ± 5 mm	150 mm
Height of largest storage unit ± 5 mm	305 mm

FOOTREST

Length of footrest ± 10 mm	600 mm
Depth of footrest ± 10 mm	350 mm
Height of footrest ± 10 mm	125 mm, 75 mm
Material thickness of footrest ± 2 mm	38 mm
Finish of exposed edges	Edge bending with CP teak wood or PVC tape of 2mm thick with the help of hot melt glue

COLOUR & FINISH

Table top finish	Laminate in colour with swede finish 0.8-1.0 mm thick mica conforming to IS 2046 or latest with having balancing laminate of 0.8mm thick on other side.
Table top shade	Rose wood color

3.**Executive
Table
(4ft x 8ft)****Layout of Executive Table (4 ft x 8 ft)****GENERIC**

Mode of supply	Assembled ready to use
Frame type	Free standing
Under structure of table	Teak wood (Veneer top with teak wood edges with half round profile)
Storage provided	Both side
Keyboard tray	Provided
Foot rest	Provided

MATERIAL

Table top Material	Teak wood
Gable end and modesty panel material	Three-layer pre-laminated particle board (wood product) conforming to grade II type III of IS 12823 or commercial block board conforming to IS 1659 or latest grade.

		Leg Material	Teak wood (Veneer top with teak wood edges with half round profile)
		MISCELLANEOUS	
		Table top long sides	Upper framing rail (150 mm X 25 mm)
		Table top plain sides	45 mm wide teak wood half round Lipping (supported from inside by 25 mm X 25 mm hard wood along the bottom side of the edge of the top)
		DIMENSION	
		Thickness of table top ± 2 mm	35 / 40 mm
		Thickness of gable end and modesty panel ± 2 mm	35 or 40 mm
		Length of table top ± 10 mm	2400 mm
		Depth of table ± 10 mm	1200 mm
		Height of table ± 10 mm	760 mm
		STORAGE UNIT	
		Number of Storage unit provided	4 drawer and one cupboard (3 drawer one side and 1 drawer & 1 cupboard with handle at another side)
		Depth of storage unit ± 10 mm	600 mm
		KEYBOARD TRAY	
		Material of keyboard tray and Right-angle L-type supporting bracket	Three layer prelaminated particles board (wood product) of grade II type II of IS 12823/Latest
		fixing of supporting bracket	With telescopic
		Length of telescopic channel ± 10 mm	400 mm
		Average weight of telescopic channel ± 50 Gms	600gms per set
		Keyboard front width ± 10 mm	600 mm
		Keyboard depth ± 10 mm	500 mm
		Keyboard height ± 10 mm	150 mm
		Material thickness of keyboard tray ± 1 mm	19 mm
		FOOTREST	
		Length of footrest ± 10 mm	600 mm
		Depth of footrest ± 10 mm	450 mm
		Height of footrest ± 10 mm	125 mm, 75 mm
		Material thickness of footrest ± 2 mm	25 mm
		COLOUR & FINISH	
		Table top finish	Teak Veneer / teak wood with melamine polish (walnut)
		Table top shade	Rose wood color
4.	Round Shaped Meeting Table (4ft x 8ft)		



Layout of Round Shaped Meeting Table (4 ft x 8 ft)

GENERIC

Mode of supply	Assembled Ready to Use
Frame type	Free standing
Under structure of table	Gable end and modesty panel

MATERIAL

All parts of the Table	Three-layer pre-laminated particle board (wood product) conforming to grade II type III of IS 12823 or commercial block board conforming to IS 1659 or latest grade.
------------------------	--

MISCELLANEOUS

Table top long and plain sides, Gable end and modesty panel plain side	Edge bending with CP teak wood or PVC tape of 2mm thick with the help of hot melt glue.
--	---

DIMENSION

Thickness of table top ± 2 mm	19 mm
Thickness of gable end & modesty panel ± 2 mm	19 mm
Length of table top ± 10 mm (Round shaped table)	2400 mm
Depth of table ± 10 mm	1200 mm
Height of table ± 10 mm	750 mm
Dimension of leg (mm X mm) ± 5 mm	No legs

COLOUR & FINISH

Table top finish	Laminate in colour with swede finish 0.8-1.0 mm thick mica conforming to IS 2046 or latest with having balancing laminate of 0.8mm thick on other side.
Table top shade	Rose wood color

5. Office Chair



Layout of Office Chair

GENERIC:

Chair Type	Non-revolving and non-tilting chair with Armrest
Chair frame type	Legs
Armrest type	Continuous armrest
Armrest front side	Flat

Seat type	Moulded
Backrest type	Padded
Material	Polypropylene or better material

FABRICATION:

Seat Fitted	Over flat size in depth-wise of the frame on both sides with minimum 3 screws
Backrest Fitted	By round head screws 3 Nos. (minimum) on each side
Armrest Fitted	With round steel screws 3 Nos. (minimum) on each side

CHAIR FRAME:

Frame Material Configuration	One piece
Frame material	Aluminium pipe conforming to Designation HV20 WP of IS: 1285 (with latest Amendment)
The shape of tubular section of frame	Rectangular
Section Size (Diameter x Sides) of frame	30 mm x 10 mm
Frame section wall thickness	2 mm

ARMREST FABRICATION:

The armrest material	Wood
Armrest material thickness	40 mm

SEAT FABRICATION:

Seat material	Wood
Seat material thickness	40 mm or higher
Seat padded	Yes
Density of Polyurethane foam used in seat (± 2 Kg/Cub Meter)	45 or higher
Seat upholstered with	Leatherette
GSM of seat cover (± 3 GSM)	250 GSM or higher
Polyurethane foam thickness (for seat)	60 mm or higher
Colour of Seat cover	Brown

BACKREST FABRICATION:

Backrest material	Wood
Backrest Material thickness	40 mm or higher
Backrest padded	Yes
Density of Polyurethane foam (± 2 Kg/Cub Meter)	32 or higher
Backrest upholstered with	Leatherette
GSM of Backrest cover (± 3 GSM)	220 GSM or higher
Polyurethane foam thickness (for backrest)	60 mm or higher
Colour of Backrest cover	Brown

DIMENSION:

Seat Depth (± 5 mm)	470 mm
Seat Width (± 5 mm)	500 mm
Seat height from floor surface (± 5 mm)	455 mm
Backrest width (± 5 mm)	490 mm
Backrest height from seat (± 5 mm)	440 mm
Arm Length (± 5 mm)	350 mm
Arm Width (± 2 mm)	40 mm

COLOUR AND FINISH:

		<table><tr><td>Paint Type</td><td>As per Buyer’s Requirement (to be indicated during bid creation) Chrome Paint</td></tr><tr><td>Polish Type</td><td>Lacquered</td></tr><tr><td>Colour of Paint</td><td>Teak Shade</td></tr></table>	Paint Type	As per Buyer’s Requirement (to be indicated during bid creation) Chrome Paint	Polish Type	Lacquered	Colour of Paint	Teak Shade																																				
Paint Type	As per Buyer’s Requirement (to be indicated during bid creation) Chrome Paint																																											
Polish Type	Lacquered																																											
Colour of Paint	Teak Shade																																											
6.	Non- Revolving and Non- Tilting Chair	 Layout of Non-revolving Chair GENERIC <table><tr><td>Chair Type</td><td>Non-Revolving and Non-Tilting chair with Armrest.</td></tr><tr><td>Chair frame type</td><td>Cantilever</td></tr><tr><td>Armrest type</td><td>Moulded armrest continuously fitted with seat bottom to backrest</td></tr><tr><td>Armrest front side</td><td>Flat</td></tr><tr><td>Seat type</td><td>Padded</td></tr><tr><td>Backrest type</td><td>Padded</td></tr><tr><td>Shoe/Studs material</td><td>Fibre</td></tr></table> FABRICATION <table><tr><td>Seat Fitted</td><td>Over flat size in depth-wise of the frame on both sides with minimum 3 screws</td></tr><tr><td>Backrest Fitted</td><td>By round head screws 3 Nos. (minimum) on each side</td></tr></table> CHAIR FRAME <table><tr><td>Frame Material Configuration</td><td>One piece</td></tr><tr><td>Frame material</td><td>Steel tube (ERW quality) conforming to IS: 1161 (with latest Amendment)</td></tr><tr><td>The shape of tubular section of frame</td><td>Round</td></tr><tr><td>Section Size (Diameter/Sides) of frame</td><td>25 mm</td></tr><tr><td>Frame section wall thickness</td><td>1.2 mm</td></tr></table> ARMREST FABRICATION <table><tr><td>The armrest material</td><td>PU (reinforce with SS insert)</td></tr><tr><td>Armrest Padded with</td><td>Foam</td></tr><tr><td>Armrest upholstered with</td><td>Leatherette</td></tr><tr><td>Armrest material thickness</td><td>12 mm</td></tr></table> SEAT FABRICATION <table><tr><td>Seat material</td><td>Moulded Plywood</td></tr><tr><td>Seat material thickness</td><td>12 mm</td></tr><tr><td>Density of Polyurethane foam used in seat (± 2 Kg/Cube Meter</td><td>32</td></tr></table>	Chair Type	Non-Revolving and Non-Tilting chair with Armrest.	Chair frame type	Cantilever	Armrest type	Moulded armrest continuously fitted with seat bottom to backrest	Armrest front side	Flat	Seat type	Padded	Backrest type	Padded	Shoe/Studs material	Fibre	Seat Fitted	Over flat size in depth-wise of the frame on both sides with minimum 3 screws	Backrest Fitted	By round head screws 3 Nos. (minimum) on each side	Frame Material Configuration	One piece	Frame material	Steel tube (ERW quality) conforming to IS: 1161 (with latest Amendment)	The shape of tubular section of frame	Round	Section Size (Diameter/Sides) of frame	25 mm	Frame section wall thickness	1.2 mm	The armrest material	PU (reinforce with SS insert)	Armrest Padded with	Foam	Armrest upholstered with	Leatherette	Armrest material thickness	12 mm	Seat material	Moulded Plywood	Seat material thickness	12 mm	Density of Polyurethane foam used in seat (± 2 Kg/Cube Meter	32
Chair Type	Non-Revolving and Non-Tilting chair with Armrest.																																											
Chair frame type	Cantilever																																											
Armrest type	Moulded armrest continuously fitted with seat bottom to backrest																																											
Armrest front side	Flat																																											
Seat type	Padded																																											
Backrest type	Padded																																											
Shoe/Studs material	Fibre																																											
Seat Fitted	Over flat size in depth-wise of the frame on both sides with minimum 3 screws																																											
Backrest Fitted	By round head screws 3 Nos. (minimum) on each side																																											
Frame Material Configuration	One piece																																											
Frame material	Steel tube (ERW quality) conforming to IS: 1161 (with latest Amendment)																																											
The shape of tubular section of frame	Round																																											
Section Size (Diameter/Sides) of frame	25 mm																																											
Frame section wall thickness	1.2 mm																																											
The armrest material	PU (reinforce with SS insert)																																											
Armrest Padded with	Foam																																											
Armrest upholstered with	Leatherette																																											
Armrest material thickness	12 mm																																											
Seat material	Moulded Plywood																																											
Seat material thickness	12 mm																																											
Density of Polyurethane foam used in seat (± 2 Kg/Cube Meter	32																																											

		Seat upholstered with	Leatherette																																
		GSM of seat cover (± 3 GSM)	80 GSM																																
		Polyurethane foam thickness (for seat)	15 mm																																
		Colour of Seat cover	Black																																
		BACKREST FABRICATION																																	
		Backrest material	Moulded Plywood																																
		Backrest Material thickness	12 mm																																
		Density of Polyurethane foam used in Backrest (±2 Kg/Cub Meter)	32																																
		Backrest upholstered with	Leatherette																																
		GSM of Backrest cover (± 3 GSM)	220 GSM																																
		Polyurethane foam thickness (for backrest)	15 mm																																
		Colour of Backrest cover	Black																																
		DIMENSION																																	
		Seat Depth (± 5 mm)	430 mm																																
		Seat Width (± 5 mm)	440 mm																																
		Seat height from floor surface (± 5 mm)	435 mm																																
		Backrest width (± 5 mm)	390 mm																																
		Backrest height from seat (± 5 mm)	360 mm																																
		Arm Length (± 5 mm)	200 mm																																
		Arm Width (± 2 mm)	25 mm																																
		COLOUR AND FINISH																																	
		Paint Type	Chrome Paint																																
7.	Revolving Chair	 Layout of Revolving Chair <table><tr><td colspan="2">GENERIC</td></tr><tr><td>Chair mechanism</td><td>Synchronic tilt mechanism</td></tr><tr><td>Mechanism designed with 360 degree-revolving type and upright locking</td><td>Yes</td></tr><tr><td>Chair included the pneumatic height adjustments</td><td>Yes</td></tr><tr><td>Height Adjustment ± 5 mm</td><td>up to 100 mm</td></tr><tr><td>Armrest</td><td>With</td></tr><tr><td>Type of backrest support</td><td>Backrest foam design based on lumber support</td></tr><tr><td>Armrest Type</td><td>Adjustable</td></tr><tr><td>Ergonomic Seat Design</td><td>Yes</td></tr><tr><td>Back type</td><td>Height Adjustable</td></tr><tr><td>Backrest has separate adjustable headrest</td><td>No</td></tr><tr><td>Seat type</td><td>Sliding</td></tr><tr><td>Seat is curved</td><td>Yes</td></tr><tr><td>Locking mechanism</td><td>Yes</td></tr><tr><td>Type of locking</td><td>Tilt limiter</td></tr><tr><td>Number of arm movement</td><td>2 (up and down)</td></tr></table>		GENERIC		Chair mechanism	Synchronic tilt mechanism	Mechanism designed with 360 degree-revolving type and upright locking	Yes	Chair included the pneumatic height adjustments	Yes	Height Adjustment ± 5 mm	up to 100 mm	Armrest	With	Type of backrest support	Backrest foam design based on lumber support	Armrest Type	Adjustable	Ergonomic Seat Design	Yes	Back type	Height Adjustable	Backrest has separate adjustable headrest	No	Seat type	Sliding	Seat is curved	Yes	Locking mechanism	Yes	Type of locking	Tilt limiter	Number of arm movement	2 (up and down)
GENERIC																																			
Chair mechanism	Synchronic tilt mechanism																																		
Mechanism designed with 360 degree-revolving type and upright locking	Yes																																		
Chair included the pneumatic height adjustments	Yes																																		
Height Adjustment ± 5 mm	up to 100 mm																																		
Armrest	With																																		
Type of backrest support	Backrest foam design based on lumber support																																		
Armrest Type	Adjustable																																		
Ergonomic Seat Design	Yes																																		
Back type	Height Adjustable																																		
Backrest has separate adjustable headrest	No																																		
Seat type	Sliding																																		
Seat is curved	Yes																																		
Locking mechanism	Yes																																		
Type of locking	Tilt limiter																																		
Number of arm movement	2 (up and down)																																		

MATERIAL

Pedestal Base	Aluminium alloy
Twin wheel castor material	Nylon
Number of twin wheel castor	5 Nos.
Twin wheel castor diameter	50 mm
Armrest Material	MS powder coated
Seat material	Injection moulded 1 piece
Backrest is made of	One piece injection moulded frame
Density of PU foam used in seat KG per Cu Meter ± 3 mm	45 mm
Density of PU foam used in backrest in KG per Cu Meter ± 3 mm	45 mm
Backrest upholstered with	Pure Leather, black
Seat upholstered with	Pure leather, black
GSM/Thickness of fabric $\pm 5\%$ (Gram/Square meter)	290 Gm

DIMENSION

Overall width ± 10 mm	750 mm
Backrest Height ± 15 mm	730 mm
Backrest Width ± 10 mm	480 mm
Seat Height ± 10 mm	480 mm
Seat Width ± 10 mm	480 mm
Seat Depth ± 10 mm	480 mm
Thickness of MS Plate Joining the under structure with Seat	3 mm
Pedestal Size (Diameter in mm) ± 10 mm	650 mm
Thickness of Polyurethane Foam Used in Seat ± 2 mm	50 mm
Thickness of Polyurethane Foam Used in Backrest ± 2 mm	50 mm

8. Triple Storage Wooden Side Rack (Type-A)



Layout of Triple Storage Wooden Side Rack (Type-A)

GENERIC

Mode of Supply	Assembled Ready to Use
Number of storage unit	Triple storage
Type of Storage	Free standing
Design of Storage	Openable doors with glass panel

MISCELLANEOUS

Frame type	Free standing
Table top long sides	To be post form half round profile
Table top plain sides	Edge mended with PVC tape of 2 mm thick of reputed make with the help of hot melt glue
Number of buffers to be provided	4 numbers at the bottom
Lock provided for storage	No

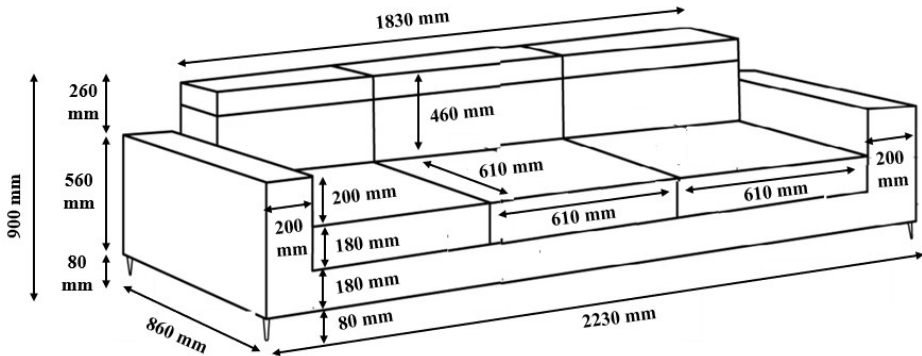
MATERIAL

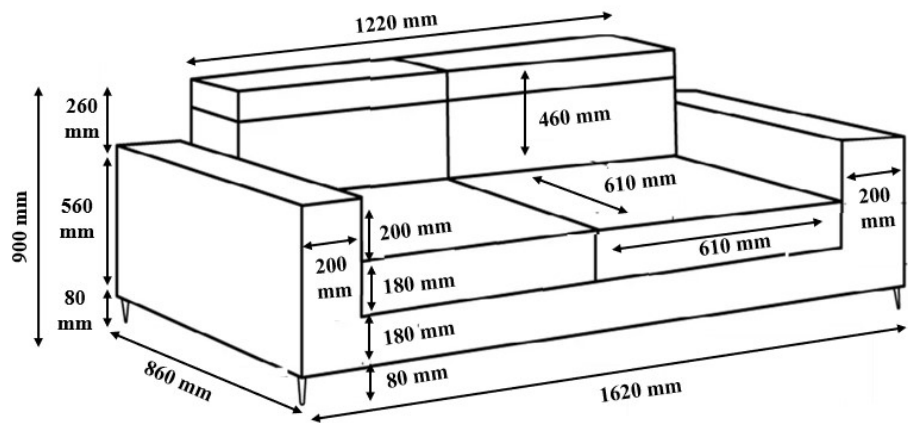
Material of top ± 2 mm	18 mm thick Three-layer pre-laminated particle
----------------------------	--

9.	Triple Storage Wooden Side Rack (Type-B)		board (wood product) conforming to grade II type III of IS 12823 or commercial block board conforming to IS 1659 or latest grade.
		Material of modesty panel and side panel (±2 mm)	18 mm thick three layer prelaminated particle boards (wood product) of grade II type III of IS 12823 or latest grade
		Leg Material	wood
		Dimension of leg (mm X mm) ±5 mm	40 mm X 40 mm
		DIMENSION*	
		Length of table top ±10 mm	1200 mm
		Depth of table ±10 mm	500 mm
		Height of table ±10 mm	750 mm
		Depth of storage unit ±10 mm	400 mm
		Height of smallest storage unit	75 mm
		* If required, dimension may be changed slightly or customized as per the availability of the space.	
		COLOUR & FINISH	
		All side finish	Laminate in colour with swede finish 0.8-1.0 mm thick mica conforming to IS 2046 or latest with having balancing laminate of 0.8mm thick on other side.
		Table top shade	Rose wood
			
		Layout of Triple Storage Wooden Side Rack (Type-B)	
		GENERIC	
		Mode of Supply	Assembled Ready to Use
		Number of storage unit	Triple storage
		Type of Storage	Free standing
		Design of Storage	Openable doors with glass panel
		MATERIAL	
		Material use for top / bottom / back / sides	Three-layer pre-laminated particle board (wood product) conforming to grade II type III of IS 12823 or commercial block board conforming to IS 1659 or latest grade.
		Material for door frame	Wood
		Material for door panel	Wood
		Material for shelves	Glass
		Material for pull on/handle	Chrome plate
		Material for legs	Wood
		DIMENSION	
		Thickness of top	38 mm
		Thickness of bottom	38 mm
		Thickness of back	18 mm
		Thickness of sides	18 mm
		Thickness of door frame material	13 mm
		Thickness of shelves	18 mm
		Thickness of door panel	12 mm

		Length of rack $\pm$ 20 mm	1200 mm
		Height of rack $\pm$ 20 mm	850 mm
		Depth of rack $\pm$ 10 mm	400 mm
		Leg Height	50 mm
		* If required, dimension may be changed slightly or customized as per the availability of the space.	
		MISCELLANEOUS	
		Number of Doors	2
		Number of shelves	4
		All plain panels edge to be banded	CP Teak wood lipping
		Lock provided	Cam lever lock with common key
10.	Triple Storage Wooden Side Rack (Type-C)	Openable shutter hung on side of the compartment	with help of auto closing hinges of O cracking overlay type
		Preservation treatment	YES
		COLOUR AND FINISHING:	
		All side finish	Laminate in colour with swede finish 0.8-1.0 mm thick mica conforming to IS 2046 or latest with having balancing laminate of 0.8mm thick on other side.
		Table top shade	Rose wood
			
		Layout of Triple Storage Wooden Side Rack (Type-C)	
		GENERIC	
		Mode of Supply	Assembled Ready to Use
		Number of storage unit	Triple storage
		Type of Storage	Free standing
		Design of Storage	Openable doors with glass panel
		MISCELLANEOUS	
		Table top long sides	To be post form half round profile
		Table top plain sides	CP Teak Wood Lipping
		Number of buffers to be provided	4 numbers at the bottom
		Gable end and modesty panel plain side	CP Teak Wood Lipping
		Table to fixed with	Gable end and modesty panel using mini fix and wooden dowel by using (Knock down) system for interconnecting
		MATERIAL	
		Material of top, modesty panel and side panel $\pm$ 2mm	Three-layer pre-laminated particle board (wood product) conforming to grade II type III of IS 12823 or commercial block board conforming to IS 1659 or latest grade.
		Leg Material	Teak wood
		DIMENSION	

		<table><tr><td>Length of table top ±10 mm</td><td>900 mm</td></tr><tr><td>Height of table ±10 mm</td><td>900 mm</td></tr><tr><td>Depth of table ±10 mm</td><td>450 mm</td></tr><tr><td>Depth of storage unit ±10 mm</td><td>400 mm</td></tr></table> * If required, dimension may be changed slightly or customized as per the availability of the space. COLOUR & FINISH <table><tr><td>All side finish</td><td>Laminate in colour with swede finish 0.8-1.0 mm thick mica conforming to IS 2046 or latest with having balancing laminate of 0.8mm thick on other side.</td></tr><tr><td>Table top shade</td><td>Rose wood</td></tr></table>	Length of table top ±10 mm	900 mm	Height of table ±10 mm	900 mm	Depth of table ±10 mm	450 mm	Depth of storage unit ±10 mm	400 mm	All side finish	Laminate in colour with swede finish 0.8-1.0 mm thick mica conforming to IS 2046 or latest with having balancing laminate of 0.8mm thick on other side.	Table top shade	Rose wood																																
Length of table top ±10 mm	900 mm																																													
Height of table ±10 mm	900 mm																																													
Depth of table ±10 mm	450 mm																																													
Depth of storage unit ±10 mm	400 mm																																													
All side finish	Laminate in colour with swede finish 0.8-1.0 mm thick mica conforming to IS 2046 or latest with having balancing laminate of 0.8mm thick on other side.																																													
Table top shade	Rose wood																																													
11.	Wooden Book Case	 Layout of Wooden Book Case GENERIC <table><tr><td>Mode of Supply</td><td>Assembled Ready to Use</td></tr><tr><td>Type of Bookcase</td><td>Free standing</td></tr><tr><td>Design of bookcase</td><td>Openable doors with glass panel</td></tr></table> MATERIAL <table><tr><td>Material use for top/bottom/back/sides</td><td>Decorative Block Board MR Grade Conforming to IS 1659</td></tr><tr><td>Material for door frame</td><td>Hot pressed ply wood</td></tr><tr><td>Material for door panel</td><td>Glass</td></tr><tr><td>Material for shelves</td><td>Glass</td></tr><tr><td>Material for pull on/handle</td><td>Corrosion Resistance Metal</td></tr><tr><td>Material for legs</td><td>No Legs</td></tr><tr><td>Material for buffers</td><td>Nylon</td></tr></table> DIMENSION <table><tr><td>Thickness of top</td><td>18 mm</td></tr><tr><td>Thickness of bottom</td><td>18 mm</td></tr><tr><td>Thickness of back</td><td>9 mm</td></tr><tr><td>Thickness of sides</td><td>18 mm</td></tr><tr><td>Thickness of shelves</td><td>7 mm</td></tr><tr><td>Thickness of door panel</td><td>18 mm</td></tr><tr><td>Height of bookcase ± 20 mm</td><td>2100 mm</td></tr><tr><td>Length of bookcase ± 20 mm</td><td>1800 mm</td></tr><tr><td>Depth of bookcase ± 10 mm</td><td>450 mm</td></tr></table> * If required, dimension may be changed slightly or customized as per the availability of the space. MISCELLANEOUS <table><tr><td>Number of Doors</td><td>4</td></tr><tr><td>Number of shelves having scissor mechanism</td><td>N.A</td></tr><tr><td>Number of shelves having sliding</td><td>N.A</td></tr></table>	Mode of Supply	Assembled Ready to Use	Type of Bookcase	Free standing	Design of bookcase	Openable doors with glass panel	Material use for top/bottom/back/sides	Decorative Block Board MR Grade Conforming to IS 1659	Material for door frame	Hot pressed ply wood	Material for door panel	Glass	Material for shelves	Glass	Material for pull on/handle	Corrosion Resistance Metal	Material for legs	No Legs	Material for buffers	Nylon	Thickness of top	18 mm	Thickness of bottom	18 mm	Thickness of back	9 mm	Thickness of sides	18 mm	Thickness of shelves	7 mm	Thickness of door panel	18 mm	Height of bookcase ± 20 mm	2100 mm	Length of bookcase ± 20 mm	1800 mm	Depth of bookcase ± 10 mm	450 mm	Number of Doors	4	Number of shelves having scissor mechanism	N.A	Number of shelves having sliding	N.A
Mode of Supply	Assembled Ready to Use																																													
Type of Bookcase	Free standing																																													
Design of bookcase	Openable doors with glass panel																																													
Material use for top/bottom/back/sides	Decorative Block Board MR Grade Conforming to IS 1659																																													
Material for door frame	Hot pressed ply wood																																													
Material for door panel	Glass																																													
Material for shelves	Glass																																													
Material for pull on/handle	Corrosion Resistance Metal																																													
Material for legs	No Legs																																													
Material for buffers	Nylon																																													
Thickness of top	18 mm																																													
Thickness of bottom	18 mm																																													
Thickness of back	9 mm																																													
Thickness of sides	18 mm																																													
Thickness of shelves	7 mm																																													
Thickness of door panel	18 mm																																													
Height of bookcase ± 20 mm	2100 mm																																													
Length of bookcase ± 20 mm	1800 mm																																													
Depth of bookcase ± 10 mm	450 mm																																													
Number of Doors	4																																													
Number of shelves having scissor mechanism	N.A																																													
Number of shelves having sliding	N.A																																													

		shutters	
		Number of shelves	4
		Number of partitions in shelves	3
		All plain panels edge to be banded	With 0.8-1.0 mm thick PVC tape with the help of hot melt glue
		Lock provided	Lock not provided
		Buffers provided	4 number at bottom
		Openable shutter hung on side of the compartment	With help of auto closing hinges of O cracking overlay type
		COLOUR AND FINISH	
		All side finish	Laminate in colour with swede finish 0.8-1.0 mm thick mica conforming to IS 2046 or latest with having balancing laminate of 0.8mm thick on other side.
		Table top shade	Rose wood
12.	Office Sofa (3-Seater)	 Layout of 3-Seater Office Sofa  Measurements of the 3-Seater Office Sofa	
13.	Office Sofa (2-Seater)	 Layout of 2-Seater Office Sofa	

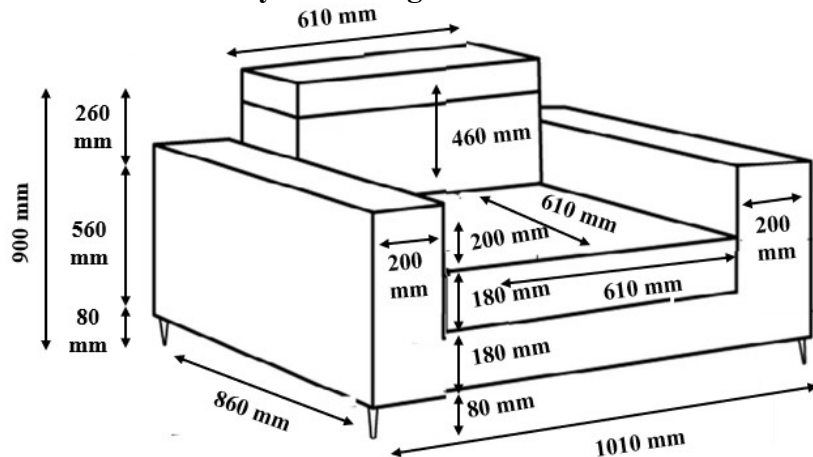


Measurements of the 2-Seater Office Sofa

14. Office Sofa (1-Seater)



Layout of Single Seater Sofa



Measurements of the Single-Seater Office Sofa

GENERIC

Type of Sofa and Backrest	Seat and Backrest are permanently fixed with the frame Structure
Number of Single Seater Units	As per requirement
Number of Two-Seater Units	As per requirement
Number of Three-Seater Units	As per requirement
Frame Covering	Fully Upholstered
Sofa Set is Foldable to use as bed	No
Backrest Cushion Material	Foam
Density of Cushion of Backrest Material (Kg/Cubic M)	45
Covering Material for Seat and Backrest	Leatherette/Fabric

MATERIAL

Frame Structure Material and size (± 1 mm)	Any other wood of minimum 25 mm thickness
Seat Cushion Material	Foam
Density of Cushion of Seat Material ± 3 (Kg/Cubic M)	40

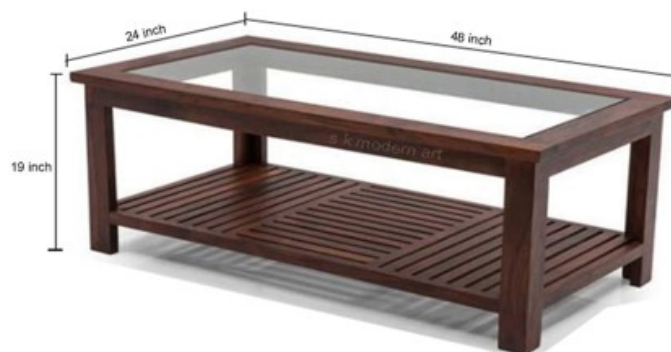
DIMENSION

* As per given measurements in the layouts.

* If required, dimension may be changed slightly or customized as per the availability of the space.

COLOUR AND FINISH

Finish	As per buyer's choice
Table top shade	Dark brown

**15. Centre Table
(2ft x 4 ft)**


Layout of Centre Table (2ft x 4 ft)

GENERIC

Mode of supply	Assembled ready to use
Shape of the Centre table	Rectangular
Style of Centre Table	Supported by set of Legs
Design of centre table	With four legs only
Number of storages under top	Single storage in bottom
Number of buffers/shoes	Four number at bottom

MATERIAL

Top material	Teak wood
Frame material	Teak wood
Leg material	Teak wood
connecting of leg	Teak wood
Material of Under structure supporting the top	Toughened Glasses
Storage material	Teak wood

DIMENSION

Dimension of Top (Length x Breadth, or Diameter) ± 20 mm	1220mm X 610mm
Height of centre table ± 10 mm	480 mm
Thickness of top material ± 2 mm	36 mm
Thickness of frame material ± 1 mm	36 mm
Width x Depth, or Diameter of leg material	45mm X 45mm
Thickness of under structure support material	25 mm

COLOUR & FINISH

Finish	smooth
--------	--------

		Table top shade	Rose wood																																							
16.	Corner Table (2½ft x 2½ ft)	 Layout of Corner Table (2½ x 2½ ft) GENERIC <table><tr><td>Mode of supply</td><td>Assembled ready to use</td></tr><tr><td>Shape of the Centre table</td><td>Square</td></tr><tr><td>Style of Centre Table</td><td>Supported by set of Legs</td></tr><tr><td>Design of centre table</td><td>With four legs only</td></tr><tr><td>Number of storages under top</td><td>Single storage in bottom</td></tr></table> MATERIAL <table><tr><td>Top material</td><td>Teak wood</td></tr><tr><td>Frame material</td><td>Teak wood</td></tr><tr><td>Leg material</td><td>Teak wood</td></tr><tr><td>connecting of leg</td><td>Teak wood</td></tr><tr><td>Material of Under structure supporting the top</td><td>Toughened Glasses</td></tr><tr><td>Storage material</td><td>Teak wood</td></tr></table> DIMENSION <table><tr><td>Dimension of Top (Length X Breadth, or Diameter) ±20 mm</td><td>760 mm X 760 mm</td></tr><tr><td>Height of centre table ±10 mm</td><td>460 mm</td></tr><tr><td>Thickness of top material ±2 mm</td><td>36 mm</td></tr><tr><td>Thickness of frame material ±1 mm</td><td>36 mm</td></tr><tr><td>Width X Depth, or Diameter of leg material</td><td>45 mm X 45 mm</td></tr><tr><td>Thickness of under structure support material</td><td>25 mm</td></tr></table> COLOUR & FINISH <table><tr><td>Finish</td><td>smooth</td></tr><tr><td>Table top shade</td><td>Rose wood</td></tr></table>			Mode of supply	Assembled ready to use	Shape of the Centre table	Square	Style of Centre Table	Supported by set of Legs	Design of centre table	With four legs only	Number of storages under top	Single storage in bottom	Top material	Teak wood	Frame material	Teak wood	Leg material	Teak wood	connecting of leg	Teak wood	Material of Under structure supporting the top	Toughened Glasses	Storage material	Teak wood	Dimension of Top (Length X Breadth, or Diameter) ±20 mm	760 mm X 760 mm	Height of centre table ±10 mm	460 mm	Thickness of top material ±2 mm	36 mm	Thickness of frame material ±1 mm	36 mm	Width X Depth, or Diameter of leg material	45 mm X 45 mm	Thickness of under structure support material	25 mm	Finish	smooth	Table top shade	Rose wood
Mode of supply	Assembled ready to use																																									
Shape of the Centre table	Square																																									
Style of Centre Table	Supported by set of Legs																																									
Design of centre table	With four legs only																																									
Number of storages under top	Single storage in bottom																																									
Top material	Teak wood																																									
Frame material	Teak wood																																									
Leg material	Teak wood																																									
connecting of leg	Teak wood																																									
Material of Under structure supporting the top	Toughened Glasses																																									
Storage material	Teak wood																																									
Dimension of Top (Length X Breadth, or Diameter) ±20 mm	760 mm X 760 mm																																									
Height of centre table ±10 mm	460 mm																																									
Thickness of top material ±2 mm	36 mm																																									
Thickness of frame material ±1 mm	36 mm																																									
Width X Depth, or Diameter of leg material	45 mm X 45 mm																																									
Thickness of under structure support material	25 mm																																									
Finish	smooth																																									
Table top shade	Rose wood																																									

**Estimated Number of Furnitures for University Departments under the
scheme of Govt. RUSA 2.0 and University Fund**

S. No.	Name of Item / Goods	Quantity
1.	Office Table (2½ft x 5ft)	17
2.	Office Table (3ft x 6ft)	28
3.	Executive Table (4ft x 8ft)	4
4.	Round Shaped Meeting Table (4ft x 8ft)	4
5.	Office Chair	350
6.	Non-Revolving and Non-Tilting Chair	30
7.	Revolving Chair	8
8.	Triple Storage Wooden Side Rack (Type-A)	4
9.	Triple Storage Wooden Side Rack (Type-B)	12
10.	Triple Storage Wooden Side Rack (Type-C)	3
11.	Wooden Book Case	4
12.	Office Sofa (3-Seater)	4
13.	Office Sofa (2-Seater)	10
14.	Office Sofa (Single-Seater)	8
15.	Centre Table (2ft x 4 ft)	9
16.	Corner Table (2½ft x 2½ ft)	10

*** Items in bold (6,8,9,14,15 and 16) are to be purchased from University Fund and rest of the items are purchased from RUSA 2.0 scheme.**



University of Kota, Kota

कोटा विश्वविद्यालय, कोटा

MBS Marg, Kabir Circle, Kota

Ph No.-0744-2472912/2472934e-mail ID:-registrar@uok.ac.in

GENERAL CONDITIONS OF BID & CONTRACT

Note: - Bidders should read these conditions carefully and comply strictly while sending their bids.

1.	Bids must be enclosed in a properly sealed envelope according to the direction given in the Bid Notice.
2.	Bids by bonafide dealers: - Bids shall be given only by bonafide dealers in the goods. They shall, therefore, furnish a declaration in the Annexure-B as prescribed in RTPP Rules, 2013.
3.	(i) Any change in the constitution of the firm, etc. shall be notified forth with by the contractor in writing to the Procurement Entity and such change shall not relieve any former member of the firm, etc. from any liability under the contract. (ii) No new partner/partners shall be accepted in the firm by the contractor in respect of the contract unless he/they agree to abide by all its terms, conditions and deposit with the Procurement Entity a written agreement to this effect. The contractors receipt for acknowledgement or that of any partners subsequently accepted as above shall bind all of them and will be sufficient to discharge for any of the purpose of the contract.
4.	GST Registration and Clearance Certificate: -GST Registration Number should be attached with bid and GST certificate from the concerned Officer of the Circle Concerned shall be submitted without which the tender is liable to rejection.
5.	In case of e-biding, bid forms shall be filled electronically & to be submitted online. Bid filled physically shall not be considered. The bidder shall sign the bid form at each page and at the end in token of acceptance of all the terms and conditions of the bid.
6.	Rates shall be written both in words and figures. There should not be errors and/or over writings. Corrections, if any, should be made clearly and initiated with dates. The bidder should mention element of statutory taxes such as RGST/CGST, Entry Tax etc. separately as per BOQ/financial bid format.
7.	All rates quoted must be FOR and should include all incidental charges except statutory taxes such as Central/Rajasthan GST, Entry Tax etc. which should be shown separately. In case of local supplies the rates should include all taxes, etc., and no cartage or transportation charges will be paid by the University of Kota, Kota and the delivery of the goods shall be given as per delivery schedule. Goods to be purchased are for the purpose of official use, hence Octroi is not payable. The rates, therefore, should be exclusive of Octroi, and local tax.
8.	Purchase Preference:- Purchase preference will be given to the bidders as per the provisions of RTPP Act 2012 & RTPP Rules 2013, as amended from time to time.
9.	Validity: -Bid shall be valid for a period of 90 days from the date of opening of Technical Bid.
10.	The approved supplier shall be deemed to have carefully examined the conditions, specifications, size, make and drawings, etc., of the goods to be supplied. If he has any doubts as to the meaning of any portion of these conditions or of the specification, drawing, etc., he shall, before signing the contract, refer the same to the Procurement Entity and get clarification.
11.	The contractor shall not assign or sub-let his contract or any substantial part thereof to any other agency.
12.	Specifications:- (i) All article supplied shall strictly conform to the specifications, trade mark laid down in the bid form and wherever articles have been required according to ISI specifications, those articles should conform strictly to those specifications and should bear such marks. (ii) The supply of articles marked with asterisk/at serial number, shall in addition, conform strictly to the approved samples and in case of other material where there are no standard or approved samples, the supplies shall be of the best quality and description. The decision of the Procurement Entity/Purchase Committee whether the articles supplied conform to the specifications and are in accordance with the samples, if any, shall be final and binding on the Bidders. (iii) Warranty/Guarantee Clause: The bidder would give guarantee that the goods/stores/articles would continue to conform to the description and quality as specified for a period of 12 months from the date of delivery of the said goods/stores/articles to be purchased and that notwithstanding the fact that the purchaser may have inspected and/or approved the said goods/stores/articles, if during the aforesaid period of 12 months, the said goods/stores/ articles be discovered not to conform to the description and quality aforesaid or have determined (and the decision of the Procurement Entity in that behalf will be final and conclusive), the purchaser will be entitled to reject the said goods/stores/ articles or such portion thereof as may be discovered not to conform to the said description and quality, on such rejection the goods/articles/stores will be at the seller's risk and all the provisions relating to rejection of goods,

	etc., shall apply. The bidder shall if so called upon to do, replace the goods, etc. or such portion thereof as is rejection by the Procurement Entity, otherwise the bidder shall pay such damage as may arise by reason of the breach of the condition herein contained. Nothing herein contained shall prejudice any other right of the Procurement Entity in that behalf under this contract or otherwise. (iv) In case of Furniture items also, guarantee/Warranty will be given as mentioned in clause (iii) above and the bidder shall during the guarantee period replace the parts if any and remove any manufacturing defect if found during the above period so as to make machinery and equipments operative. The bidder shall also replace machinery and equipments in case it is found defective which cannot be put to operation due to manufacturing defect, etc. (v) In case of machinery and equipment specified by the Procurement Entity the bidder shall be responsible for carrying out annual maintenance and repairs on the terms and conditions as may be agreed. The bidder shall also be responsible to ensure adequate regular supply of spare parts needed for a specific type of machinery and equipments whether under their annual maintenance and repairs rate contract or otherwise. In case of change of model he will give sufficient notice to the Procurement Entity who may like to purchase spare parts from them to maintain the machinery and equipments in perfect condition.
13.	INSPECTION:- (a) The Procurement Entity or his dully authorized representative shall at all reasonable time have access to the suppliers premises and shall have the power at all reasonable time to inspect and examine the materials and workmanship of the goods/equipment's/machineries during manufacturing process or afterwards as may be decided. (b) The bidder shall furnish complete address of the premises of his office, go down and workshop where inspection can be made together with name and address of the person who is to be contacted for the purpose. In case of those dealers who have newly entered in business, a letter of introduction from their bankers will be necessary.
14.	Samples: -Bids for articles marked within the schedule shall be accompanied by two set of samples of the articles bided properly packed & signed. Such samples if submitted personally will be received in the office. A receipt will be given for each sample by the officer receiving the samples. Samples if sent by train etc. should be dispatched freight paid and the R/R or G.R. should be sent under a separate registered cover. Samples for catering/food items should be given in plastic box or in polythene bags at the cost of the bidder.
15.	Each sample shall be marked suitably either by written on the sample or on a slip of durable paper securely fastened to the sample, the name of the bidder and serial number of the item, of which it is a sample in the schedule.
16.	Approved samples would be retained free of cost up to the period of six months after the expiry of the contract. The University of Kota, Kota shall not be responsible for any damage, wear and tear or loss during testing, examination, etc. during the period these samples are retained. The sample shall be collected by the bidder on the expiry of stipulated period. The University of Kota, Kota shall in no way make arrangements to return the samples. The samples uncollected within 9 months after expiry of contract shall be forfeited by the University of Kota, Kota and no claim for their cost, etc., shall be entertained.
17.	Samples not approved, shall be collected by the unsuccessful bidder. The University of Kota, Kota will not be responsible for any damage, wear and tear, or loss during testing, examination, etc., during the period these samples are retained. The uncollected samples shall be forfeited and no claim for their cost, etc., shall be entertained.
18.	Supplies when received shall be subject to inspection to ensure whether they conform to the specifications or with the approved samples. Where necessary or prescribed or practical, tests shall be carried out in University of Kota, Kota laboratories and reputed testing house like MSME Testing Station, Jaipur etc. and the supplies will be accepted only where the articles conform to the standard of prescribed specifications as a result of such test.
21.	Rejection:- (i) Articles not approved during inspection or testing shall be rejected and will have to be replaced by the bidder at his own cost within the time fixed by the Procurement Entity. (ii) If, however, due to exigencies of University of Kota, Kota work, such replacement either in whole or in part, is not considered feasible, the Procurement Entity after giving an opportunity to the bidder of being heard shall for reasons to be recorded, deduct a suitable amount from the approved rates. The deduction so made shall be final.
22.	The rejected articles shall be removed by the bidder within 15 days of intimation of rejection, after which Procurement Entity shall not be responsible for any loss, shortage or damage and shall have the right to dispose of such articles as he thinks fit, at the bidder's risk and on his account.
23.	The bidder shall be responsible for the proper packing so as to avoid damage under normal conditions of transport by sea, rail and road or air and delivery of the material in good condition to the consignee at destination. In the event of loss, damage, breakage or leakage or any shortage the bidder shall be liable to make goods such loss and shortage found at the checking/inspection of the materials by the consignee. No extra cost on such account shall be admissible.
24.	The contract for the supply, can be repudiated at any time by the Procurement Entity, if the supplies are not made to his satisfaction after giving an opportunity to the bidder of being heard and recording of the reasons for repudiation.

25.	Direct or indirect canvassing on the part of the bidder or his representative will be a disqualification.
26.	(i) Delivery Period: - The bidder whose bid is accepted shall arrange supplies/services within a period of 30 days from the date of supply/work order. (ii) Extent of quantity – Repeat orders: - If the orders are placed in excess of the quantities shown in the bid notice, the bidder shall be bound to meet the required supply. Repeat orders for extra items or additional quantities may be placed on the rate and conditions given in the bid. Delivery or completion period may also be proportionately increased. The limits of repeat order shall be as under:- (a) 50% of the quantity of the individual items and 50% of the value of original contract in case of works and; (b) 50% of the value of goods or services of the original contract; (c) If the bidder fails to do so, the Procurement Entity shall be free to arrange for the balance supply by limited bid or otherwise and the extra cost incurred shall be recoverable from the bidder. (iii) If the Procurement Entity does not purchase any of the bided articles or purchases less than the quantity indicated in the bid form, the bidder shall not be entitled to claim any compensation.
27.	Bid Security (B.S.):- (a) Bid shall be accompanied by Bid Security @0.5% of estimated value of the bid, without which bids will not be considered. The amount should be deposited in either of the following forms in favour of University of Kota, Kota:- (i) Bank Draft/Bankers Cheque/Bank Guarantee in specified format of the scheduled Bank/Cash. (ii) Bid Security must remain valid 30 days beyond the original or extended validity period. (b) Refund of Bid Security: - The Bid Security of unsuccessful bidder shall be refunded soon after final acceptance of bid i.e. after deposit of performance security & signing of Agreement. (c) Partial exemption from Bid Security: - In case of Small Scale Industries of Rajasthan, the bid security will be 0.5% of the quantity offered for supply and in case of sick industries, other than small scale industries, whose cases are pending with Board of Industrial and Financial Reconstruction, it shall be 1% of the value of bid. (d) The central Government and Government of Rajasthan undertakings need not furnish any amount of Bid Security. However, they shall have to furnish a bid securing declaration as per rule 42 of RTPP Rules, 2013. (e) The Bid Security/Performance Security money deposit lying with the Department/office in respect of other bids awaiting approval or rejected or on account of contracts being completed will not be adjusted towards Bid Security/Performance Security money for the fresh bids. The Bid Security may however, be taken into consideration in case bids are re-invited.
28.	Forfeiture of Bid Security:- The Bid Security will be forfeited in the following cases: (a) When bidder withdraws or modifies its bids after opening of bids; (b) When bidder does not execute the agreement if any, after placement of supply/work order within specified time; (c) When the bidder fails to commence the supply of the goods or service or execute work as per supply/work order within the time specified; (d) When the bidder does not deposit the performance security within specified period after the supply/work order is placed; and (e) If the bidder breaches any provision of code of integrity prescribed for bidders specified in the Act and Chapter VI of RTPP rules.
29.	Agreement and Performance Security deposit (Rule 75 & 76 of RTPP Rules, 2013): - (1) (i) A Successful bidder shall sign the procurement contract in the prescribed format and deposit performance security. The amount of performance security shall be 5% of the amount of supply order in case of procurement of goods and services. In case of Small-Scale Industries of Rajasthan, it shall be 1.0% and in case of sick industries, other than Small Scale Industries, whose cases are pending before the BIFR, it shall be 2.0% of the amount of supply order. The bidder shall have to execute the agreement on a non-judicial stamp of Rs. 500/- at its cost. (ii) Performance security shall be furnished by the successful bidder within the 15 days from the date of award of contract. (iii) No interest will be paid by the department on the Performance Security money. (iv) Performance security shall be furnished in any one of the following forms: - a. Bank Draft or Banker's Cheque of a scheduled bank; b. National Saving Certificates and any other script/instrument under National Saving Schemes for promotion of small saving issued by a Post Office in Rajasthan, if the same can be pledged under the relevant rules. They shall be accepted at their surrender value at the time of bid and formally transferred in the name of procuring entity with the approval of Head Post Master. c. Bank guarantee/s of a scheduled bank. d. Fixed Deposit Receipt (FDR) of a Scheduled Bank. (V) The Performance security furnished in the form specified in clause (a) to (d) shall remain valid for a

	period of sixty days beyond the date of completion of all contractual obligations of the bidder, including warranty obligations and maintenance and defect liability period. (vi) The Performance Security to be refunded within one month of the final supply of the items as per purchases order in case of one-time purchase and two months in case delivery is staggered, after the expiry of contract on satisfaction completion of the same or after the expiry of the period of guarantee if any, whichever is later and after satisfied there are no dues outstanding against the bidder. (2) Central Government and Government of Rajasthan Undertakings will be exempted from furnishing Performance security amount. However, they shall have to furnish a performance security declaration as per Rule 75 of RTPP Rules, 2013. (3) Forfeiture of Performance Security Deposit: - Performance Security amount in full or part may be forfeited in the following cases: - (a) When any terms and conditions of the contract is breached. (b) When the bidder fails to make complete supply satisfactorily. (c) Notice of reasonable time will be given in case of forfeiture of performance security deposit. The decision of the Procurement Entity in this regard shall be final. (4) The expenses of completing and stamping the agreement shall be paid by the bidder and the department shall be furnished free of charge with one executed stamped counter part of the agreement as per provisions of RTPP Act 2012 & Rules 2013.								
30.	Insurance:- (i) The goods will be delivered at the destination godown in perfect condition. The supplier, if he so desires, may be insured the valuable goods against loss by theft, destruction or damage, by fire, flood, under exposure to whether or otherwise viz. (war, rebellion, riot, etc.). The insurance charges will be borne by the supplier and University of Kota will not be required to pay such charges, if incurred. (ii) The articles may also be got insured at the cost of the Purchaser, if so desired by the purchaser. In such cases, the insurance should invariably be with Life Insurance Corporation of India or its subsidiaries.								
31.	Payments:- (i) Unless otherwise agreed between the parties, payment for the delivery of the stores will be made on completion of supply satisfactorily and on submission of bill in proper form by the bidder to the Procurement Entity in accordance with relevant provisions of BF&AR, GF&AR and RTPP Act 2012 & Rules 2013, as amended from time to time and all remittance charges will be borne by the bidder. (ii) In case of disputed items, 10 to 25% of the amount shall be with held and will be paid on settlement of the dispute. (iii) Payment in case of those goods which need testing shall made only when such tests have been carried out, test results received conforming to the prescribed specification.								
32.	Liquidated Damages:- (a) (i) The time specified for delivery in the bid form shall be deemed to be the essence of the contract and the successful bidder shall arrange supplies within the period on receipt of the firm order from the purchase officer. (ii) Liquidated Damages: In case of extension in the delivery period with liquidated damage the recovery shall be made on the basis of following percentage of value of stores which the bidder has failed to supply:- <table border="1"> <tr> <td>Delay up to one fourth period of the prescribed delivery period</td><td>2½%</td></tr> <tr> <td>Delay exceeding on front but not exceeding half of the prescribed period</td><td>5%</td></tr> <tr> <td>Delay exceeding half but not exceeding three fourth of the prescribed period</td><td>7½%</td></tr> <tr> <td>Delay exceeding three fourth of the prescribed period</td><td>10%</td></tr> </table> (b) Fraction of a day in reckoning period of delay in supplies shall be eliminated if it is less than half a day. (c) The maximum amount of liquidated damage shall be 10% (d) If the supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrance , he shall apply in writing to the authority , which has placed the supply order, fro the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply. (e) Delivery period may be extended with or without liquidated damages if the delay in the supply of goods is on account of hindrances beyond the control of the bidder.	Delay up to one fourth period of the prescribed delivery period	2½%	Delay exceeding on front but not exceeding half of the prescribed period	5%	Delay exceeding half but not exceeding three fourth of the prescribed period	7½%	Delay exceeding three fourth of the prescribed period	10%
Delay up to one fourth period of the prescribed delivery period	2½%								
Delay exceeding on front but not exceeding half of the prescribed period	5%								
Delay exceeding half but not exceeding three fourth of the prescribed period	7½%								
Delay exceeding three fourth of the prescribed period	10%								

33.	Risk & Cost clause: The competent authority of UOK without prejudice to his right against the approved supplies in respect of any delay or inferior performance of otherwise or claims for delay in respect of any breaches of the contract and without prejudice to any rights or remedies under any of the provisions of the contract or otherwise, by notice in writing absolutely determined the contract in any of the cases. (i) A notice in writing to rectify, or otherwise that the work being performed is inefficient or otherwise implemented in improper manner, shall omit to comply with the requirement of such notice within a period of 07 days or for prescribed time, thereafter of if the supplier shall delay or suspended the execution of the work so that either in the judgment of the competent authority, he will be unable to perform the work by the satisfaction of UOK or has already failed to complete the work by the time. (ii) If the supplier commits breach of the terms & conditions the contract. (iii) When the supplier has made himself liable for action under any of the cases aforesaid , the competent authority, shall exercise power:- (a) To determine or rescind the contract, as aforesaid, upon such determination or rescission, the bid security, performance security shall be liable to be forfeited and shall be absolutely at the disposal of UOK. (b) To get the work done through other service provider (SP) and in such case any expenses which may be incurred in excess, of the sum which would have been paid to the original SP, if the whole work had been executed by him of the amount of which excess, the decision of the UOK shall be final and conclusive and shall be borne and paid by the original SP that may be deducted from any money due to him by the UOK or from has bid security, performance security. However the original SP shall have no claim to compensation for any loss sustained by him or reason for having purchased or procured any material, equipment or entered into any engagements or made advances on account of execution/performance of contract.
34.	Recoveries: - Recoveries of liquidated damages, short supply breakage, rejected articles shall ordinary be made from bills. Amount may also be withheld to the extent of short supply, breakages, rejected articles and in case of failure in satisfactory replacement by the supplier along with amount of liquidated damages shall be recovered from his dues and security deposit available with the department. In case recovery is not possible recourse will be taken under Rajasthan PDR Act or any other law in force. Any recovery on account of LD charges/ risk & cost charges in respect of previous rate contracts/supply orders placed on them by the University of Kota can also be recovered from any sum accrued against this e-Bid after accounting for untied sum or due payment sum lying with the University of Kota against previous rate contract/supply orders. Firm will submit details of pending amount lying with the University of Kota but decision of the University of Kota regarding authenticity of sum payable will be final.
35	Price Fall Clause:- (i) The prices under a rate contract will be subject to price fall clause. The price charged for the supply of goods / items under the contract by the successful Bidder will in no event exceed the lowest price at which the successful Bidder sells the supply of goods / items of identical description to any other person in the state during the period of contract. (ii) If at any time during the said period, the contractor reduces the sale price of such supply of goods / items sells such supply of goods / items to any other person at a price lower than the price chargeable under the contract he will forthwith notify such reduction of sales to the University of Kota and the price payable under the contract for the supply of goods / items supplied after the date of coming into force of such reduction of sale will stand correspondingly reduced. The successful Bidder will furnish certificate in the manner required by the University of Kota to the effect that the provision of this clause has been duly complied with respect to supplies made or billed for up to the date of certification. (iii) If at any time during the period of contract, the price of bided items is reduced or brought down by any law or Act of the Central or State Government or by the Bidder himself, the Bidder will be bound to inform ordering authority immediately about it. Ordering authority empowered to unilaterally effect such reduction as is necessary in rates in case the Bidder fails to notify or fails to agree for such reduction of rates.
36.	Bidders must make their own arrangements to obtain import license, if necessary.
37.	If a bidder imposes conditions, which is in addition to or in conflict with the conditions mentioned herein, his bid is liable to summary rejection. In any case none of such conditions will be deemed to have been accepted unless specifically mentioned in the letter of acceptance of bid issued by the Procurement Entity.
38.	The Procurement Entity reserves the right to accept any bid not necessarily the lowest, reject any bid without assigning any reasons and accept bid for all or anyone or more of the articles for which bidder has been given or distribute items of stores to more than one firm/supplier.
39.	The bidder shall furnish the following documents at the time of execution of agreement:- - Attested copy of partnership deed in case of partnership firms. - Registration number and year registration in case partnership firm is registered with Registrar of Firms. - Address of residence and office, telephone numbers in case of sole proprietorship.

	iv. Registration issued by Registrar of Companies in case of company.
40.	If any dispute, arise out of the contract with regard to the interpretation meaning and breach of the terms of the contract, the matter shall be referred to by the parties to the Head of the University (HVC) who will appoint his senior most officer as the sole Arbitrator of the dispute who will not be related to this contract and whose decision shall be final.
41.	All legal proceeding, if necessary arise to institute may by any of the parties (University of Kota, Kota or Contractor) shall have to be lodged in courts situated in Kota and not elsewhere.
42.	All other/remaining relevant general terms & conditions shall be applicable as laid down in GF&R Rajasthan Transparency in Public Procurement Act 2012 and RTPP Rules 2013 as amended from time to time, and other relevant rules applicable in University of Kota, Kota.

Note:- I have read the above terms and conditions of contract carefully and I shall be abide by the same in the event of successful bidder.

Date:

Place:

Signature & Seal of the Bidder

Compliance with Code of Integrity and Conflict of Interest

Code of Integrity: -

Any person participating in procurement process shall -

- (a) not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) not misrepresent or omit information that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) not indulge in any collusion, bid rigging or anticompetitive behaviour to impair the transparency, fairness and progress of the procurement process;
- (d) not misuse any information shared between the procuring entity and the bidders with an intent to gain unfair advantage in the procurement process;
- (e) not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) not obstruct any investigation or audit of a procurement process;
- (g) disclose conflict of interest, if any; and
- (h) disclose any previous transgressions with any entity in India or any other country during the last three years or any debarment by any other procuring entity.

Conflict of Interest: -

The bidder participating in a bidding process must not have a Conflict of Interest.

A Conflict of Interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

A Bidder may be considered to be in Conflict of Interest with one or more parties in a bidding process if, including but not limited to:

have controlling partners/shareholders in common; or

receive or have received any direct or indirect subsidy from any of them; or

have the same legal representative from purpose of the Bid; or

have the relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decision of the Procuring Entity regarding the bidding process; or

The Bidder participates in more than one Bid in a bidding process. Participation by a Bidder in more than one bid will result in the disqualification of all Bids in which the Bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as Bidder, in more than one Bid; or

The Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specification of the Goods, Works or Service that are the subject of the Bid; or

Bidder or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity as engineer-in-charge /consultant for the contract.

Date:

Place:

Signature of the Bidder with Seal

Name:

Designation:

Address:

Declaration by the Bidder regarding Qualifications

(To be submitted by the bidder on his Letter Head)

In relation to my/our Bid submitted to for procurement of in response to their Notice Inviting Bids No. Dated I/We hereby declare under section 7 of Rajasthan Transparency in Public Procurement Act, 2012, that:

1. I/We possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
2. I/We have fulfilled my/our obligation to pay such of the taxes payable to the union and the State Government or any local authority as specification in the Bidding Document;
3. I/We have been not insolvent in receivership, bankrupt or being wound up, not have my/our affairs administrated by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceeding for any of the foregoing reasons;
4. I/We do not have, and our directions and officers not have, been convicted of any criminal offence related to my/our professional conducted or the making of false statement or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceeding;
5. I/We do not have a Conflict of Interest as specification in the Act, Rules and the bidding document, which material affects fair competition.

Date:

Place:

Signature of the Bidder with Seal

Name:

Designation:

Address:

Grievance Redressal during Procurement Process

The designation and the address of the First Appellate Authority:

Hon'ble Vice-Chancellor, University of Kota.

The designation and the address of Second Appellate Authority:

Additional Chief Secretary, Higher Education, Government of Rajasthan.

1. Filing an Appeal:

If any bidder or prospective bidder is aggrieved that any decision, action or omission of the Procuring Entity is in contravention to the provisions of the Act or the Rules or the Guidelines issued there under, he may file an appeal to first Appellate Authority, as specified in the Bidding Document within a period of ten days from the date of such decision or action, omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved:

Providing that after the declaration of a Bidder as successful the appeal may be filled only by a Bidder who has participated in procurement proceeding:

Providing further that in case a Procuring Entity evaluates the Technical Bids before the opening of the Financial Bids, an appeal related to the matter of Financial Bids may be filled only by a Bidder whose Technical Bid found to be acceptable.

2. The officer to whom an appeal is filled under para (1) shall deal with the appeal as expeditiously as possible and shall endeavour to dispose it of within thirty days from the date of the appeal.
3. If the officer designated under Para (1) fails to dispose of the appeal filed within the period specified in para (2), or if the Bidder or prospective bidder or the Procuring Entity is aggrieved by the order passed by the Procuring Entity, as the case may be, may file a second appeal to second Appellate Authority specified in the Bidder Document in this behalf within fifteen days from the expiry of the period specified in para (2) or of the date of receipt of the order passed by the first Appellate Authority, as the case may be.

4. Appeal not to lie in certain cases:

No appeal shall lie against any decision of the Procuring Entity relating to the following matters, namely: -

- (a) determination of need of procurement
- (b) provisions limiting participating of Bidders in the Bid process;
- (c) the decision of whether or not to enter into negotiations;
- (d) cancellation of a procurement process;
- (e) applicability of the provisions of confidentiality.

5. Form of Appeal:

- (a) An appeal under para (1) or (3) above shall be in the annexed form along with as many copies as there are respondents in the appeal.
- (b) Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payment of fee.
- (c) Every appeal may be presented to first Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorized representative.

6. Fee for Filing Appeal:

- (a) Fee for first appeal shall be two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.
- (b) The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

7. Procedure for Disposal of Appeal

- (a) The first Appellate Authority or Second Appellate, as the case may be upon filing of appeal, shall issue notice accompanied copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date of fixed for hearing, the First Appellate Authority or second Appellate Authority, as the case may be shall, -
 - (i) hear all the parties to appeal present before him; and
 - (ii) Peruse or inspect documents, relevant records or copies thereof relating the matter.

- (c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
- (d) The order passed under sub-clause (c) above shall also be placed on the State Public Procurement Portal.

Date:

Place:

Signature of the Bidder with Seal

Name:

Designation:

Address:

Additional Conditions of Contract**1. Correction of Arithmetic Errors:**

Provided that a Financial Bid is substantially responsive, the procuring entity will correct arithmetical errors during evaluation of Financial Bids on the following basis:

- (i) if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the procuring entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- (ii) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (iii) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.

If the Bidder that submitted the lowest evaluated Bid does not accepted the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

2. Procurement Entity's Right to Vary the Quantity:

- (i) At the time of award of contract, the quantity of goods, works or services originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed **twenty percent**, of the quantity specified in the Bidding Document. It shall be without any change in the unit prices or other terms & conditions of the Bid and the conditions of contract.
- (ii) If the procuring entity does not procure any subjected matter or procures less than the quantity specified in the bidding documents due to change in circumstances, the bidder shall not be entitled for any claim or compensation except otherwise provided in the conditions of contract.
- (iii) In case of procurement of goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not be more than 25% of the value of goods of the original contract and shall be within one month from the date of expiry of last supply. If the Supplier fails to do so, the procuring entity shall be free to arrange for the balance supply by limited Bidding or otherwise and the extra cost incurred shall be recovered from the Supplier.

3. Dividing quantities among one than more Bidder at the time of Award (in Case of Procurement of Goods):

As a general rule, all the quantities of the subject matter of procurement shall be procured from the Bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, in such cases, the quantity may be divided between the Bidders, whose Bid is accepted and the second lowest Bidder or even more Bidders in that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.

Date:
Place:

Signature of the Bidder with Seal
Name:
Designation:
Address:



University of Kota, Kota

MBS Marg, Near Kabir Circle, KOTA (Rajasthan)-324 005

Ref. No.: F. () / Furniture-RUSA 2.0 / GAD /UOK/2026 /7632

Date:17/08/2026

NIB No. : 16/2026-27

For Supply of the Furniture Items for the University Departments under the RUSA 2.0 scheme of Government and University Fund.

FINANCIAL BID (BOQ) (Part-B)

S. No.	Name of Item / Goods	Qty.	Basic Rate Per unit in figures to be entered by the Bidder in Rs.	GST in Figures to be entered by the Bidder (if applicable in percentage)	Total Amount excluding taxes in Rs. P	Total Amount Including Taxes
1.	Office Table (2½ft x 5ft)	17				
2.	Office Table (3ft x 6ft)	28				
3.	Executive Table (4ft x 8ft)	4				
4.	Round Shaped Meeting Table (4ft x 8ft)	4				
5.	Office Chair	350				
6.	Non-Revolving and Non-Tilting Chair	30				
7.	Revolving Chair	8				
8.	Triple Storage Wooden Side Rack (Type-A)	4				
9.	Triple Storage Wooden Side Rack (Type-B)	12				
10.	Triple Storage Wooden Side Rack (Type-C)	3				
11.	Wooden Book Case	4				
12.	Office Sofa (3-Seater)	4				
13.	Office Sofa (2-Seater)	10				
14.	Office Sofa (Single-Seater)	8				
15.	Centre Table (2ft x 4 ft)	9				
16.	Corner Table (2½ft x 2½ ft)	10				
				Grand Total		

Signature of the bidder with Seal

Date:.....

Place:.....