



राष्ट्रीय प्रौद्योगिकी संस्थान मणिपुर  
NATIONAL INSTITUTE OF TECHNOLOGY MANIPUR

Imphal, Manipur, Ph.(0385) 2058566 / 2445812

E-mail : [director@nitmanipur.ac.in](mailto:director@nitmanipur.ac.in) , Website : [www.nitmanipur.ac.in](http://www.nitmanipur.ac.in)

An Autonomous Institute under Ministry of Education, Govt. of India.

No. NITM.1/(255-Estt)/Purchase/2022/ **R-346**

Imphal, the **28<sup>th</sup>** June, 2024

**TENDER FOR SUPPLY OF FURNITURE ITEMS.**

National Institute of Technology Manipur invites sealed rate quotation from Authorized Dealers/Agencies/Suppliers for supply of furniture items mentioned at **Annexure-II** under two bids systems (Technical bid and Financial bid).

Interested authorized dealers/agencies/suppliers are required to submit the sealed rate quotation in the Prescribed Form along with required documents under two bids systems (Technical bid and Financial bid). The complete tender documents and terms & conditions are available in the institute web-site <http://www.nitmanipur.ac.in> & eProcurement.

The sealed Tender superscribed as '**TENDER FOR SUPPLY OF FURNITURE ITEMS**' along with **Advt. No. in bold letters at the top of the envelope** should reach to 'The Registrar, National Institute of Technology Manipur, Langol, Imphal – 795004' on or before **3.00 p.m. of 05/07/2024**. Tender will be opened on **05/07/2024 at 04:00 p.m.** in the Institute's Conference Hall in presence of the tenderer(s) or their authorized representative(s), who are present at the scheduled date and time.

**Note:** Any addendum/corrigendum/notifications will be published in the Institute website: [www.nitmanipur.ac.in](http://www.nitmanipur.ac.in).

Sd/-  
(Prof. Kh. Tomba Singh)  
Registrar, NIT Manipur



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**TERMS & CONDITIONS**

1. The tenderers are required to submit Earnest Money Deposit of **Rs. 20,000/- (Rupees twenty thousand) only** which is refundable and a non-refundable tender fee of **Rs. 1,000/- (Rupees one thousand) only** in the form of Demand Draft/Banker's Cheque in favour of Director, NIT Manipur payable at State Bank of India, Secretariat Branch, Imphal should be submitted along with the Tender documents. Tenders without EMD and Tender Fee will be rejected. The EMD of successful/unsuccessful tenderers shall be returned without interest.
2. The rates should be written in English both in figures and words without any corrections or over writing. Any over writing or rewriting should be duly countersigned. Using of pencil will be ignored/rejected.
3. Tenders should be submitted in two parts, **(i) Part – I (Technical Bid) & (ii) Part – II (Financial Bid)**. Envelope of Part – I should be superscripted as '**Technical Bid for supply of furniture items**' and Envelope of part – II should be superscripted as '**Financial Bid for supply of furniture items**'.
4. Envelopes of technical bid & financial bid should be individually sealed and placed in third envelope to be sealed and superscribed as '**Tender for supply of furniture items**' along with **Advt. No. in bold letters at the top of the envelope**. Incomplete or those received without Tender Fee, EMD and after due date and time shall be summarily rejected. National Institute of Technology Manipur reserves the right to extend the date, or cancel the tender, accept or reject any/all quotations or not to purchase all or any of the items without assigning any reason thereof.
5. Interested authorized dealers/agencies/suppliers are requested to submit their tender papers, as per **Annexure-I, Annexure-II & Annexure-III** quoting the best rate/price.
6. Every unit of the furniture shall be physically inspected to ensure compliance of the technical specification.
7. No tender will be entertained by E-mail or FAX.
8. In the event of the due date of receipt and opening of the tender being declared as a holiday for the Institute, the due date of receipt/opening of the tender will be the next working day at the same time.
9. The tenderers are requested to read the tender document carefully and ensure to comply with all the instructions herein. Non-compliance of the instructions contained in this document may disqualify the tenderer from the tendering exercise.
10. Payment shall be made only after receipt of the materials/articles in good and working conditions.
11. Installation of the equipment at site will be done by the supplier without any additional cost to the purchaser.
12. Bidder should have authorized service centre at Imphal.
13. The bidders should not be blacklisted by any Government/Semi Government/Private Institute.
14. PAN No., GSTIN No. should be enclosed.
15. Dealer/authorization certificate, ISO certificate, BIFMA membership certificate, IGBC, AIOTA certificate, Make in India certificate, item wise catalogue should be submitted along with the tender document.
16. Delivery is to be made within 10 days from the date of issue of purchase order and at your cost at NIT, Manipur, Langol.
17. The tenderer should have an annual turnover of Rs. 50,00,000/- (Rupees fifty lakh) or more on average basis for the last two years. Supporting balance sheets for these years, duly certified by Chartered Accountant, to be submitted with tender document.

Sd/-  
(Prof. Kh. Tomba Singh)



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ANNEXURE – II

(FINANCIAL BID)

Price Bid Format

Sl. No.	Items	Specification(s)	Qnty	Rate per unit (Rs)	GST (%)	Total (Rs)
1	Steel Almirahs	No. of door: 2 No. of shelves: 3 Height: 1150mm, 1155 mm Width: 900mm, 910mm Depth: 430mm Sheet thickness: 0.8mm Steel almirah lock: Brass and steel finish Powder coating: with 50 micron thickness minimum	70 nos.			
2	Beds	Structure of metal bed frame including legs & head structure: MS hollow rectangle/ square section. Shape of headboard: Rectangular Size of rectangular hollow section: 50mm x 25mm Size of square hollow section: 38mm x 38mm, 40mm x 40mm Thickness of hollow section in structure: 1.2mm Support panel for placement of mattress: MS hollow box rectangular section or square section. Thickness of support panel: 1.0mm, 1.2mm Material of mattress panel: Ply board 12mm Dimension overall length of bed in mm: 1980mm, 2000mm Dimension overall width of bed in mm: 915mm Dimension height of bed in mm: 650.0mm Mosquito net rod: Width 19.0mm, Depth 19.0mm, Height 1575.0mm	70 nos.			
3	Tables	Shape of the table: Rectangular Style of table: Supported by set of legs. Design of table: With four legs and cross leg members Table top material: Prelaminated particle board All side beeding on edges of table top: 2.0mm thick PVC tape with the help of hot melt glue Shoes material: Plastic Frame material: MS square pipe of size 25mm with wall thickness of 1.02mm (18 gauge) Dimension: Table top length 900mm, width 600mm, height 750mm, table top thickness 18mm	70 nos.			
4	Chairs	With arms and cushion	70 nos.			

(Rupees.....(in words))

Signature of authorized person with seal



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ANNEXURE – I

**(TECHNICAL BID)**

**Format for Bidders' Organization Details**

1	Name of the Authorized Dealers/Agencies/Suppliers	
2	Registered Office address Telephone Number Fax Number e-mail	
3	Correspondence address	
4	Details of Contact Person (Name, designation, address etc.) Telephone Number (including Mobile No) Fax Number, e-mail	
5	Name of the agency/firms If registered, please submit relevant document	
6	Former name of the Company, if any.	
7	GST Registration No.	
8	Annual Turnover during the last two financial year (Enclose copies of Audited Financial Statement) 2021-22 2020-21	
9	Valid Income Tax Clearance Certification/PAN, as the case may be, along with Certificates to prove payment of Govt. taxes / duties.	
10	Are you registered with any Government/ Department/ Public Sector Undertaking as Small Scale Industry (if yes, give details)	
11	Details of Tender Fee	
12	Details of EMD	

Signature of authorized person with seal



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ANNEXURE - III

**DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART  
IN TENDER.**

I / We ..... hereby declare that  
the agency/firm namely M/s. .... has not been  
blacklisted or debarred in the past by Union / State Government or organization from taking part  
in Government tenders in India.

Name:.....

Signature:.....

Date:.....