



SCHOOL OF MANAGEMENT AND BUSINESS STUDIES

MAHATMA GANDHI UNIVERSITY

PRIYADARSINI HILLS. P.O

KOTTAYAM, Pin 686560. Phone 0481 2732288

SMBS/UPC/PUR/1/2017-18

Dated, PDHills, 20.12.2017

TENDER NOTICE

Sealed competitive tenders, super scribed "No. SMBS/UPC/PUR/1/2017-18 Dated 20.12.2017", for the supply of following Furniture items to School of Management and Business Studies, MG University are invited so as to reach the office of the undersigned not later than **12.30 p.m. on 08.01.2018. Tenders will be opened at 2.30pm** on the same day.

Sl. No.	ITEM	SPECIFICATIONS.	QTY
1	Jefferson chairs	Sheet metal perforated Chair with individual arm rests and writing pad (rub wood or laminated wood) for classes	30
2	Double faced open book rack	Dimn: 2700mmWx2150mmHx450mmD, 3 bays in a row, Material: cold rolled steel, Thickness: side board 0.8mm; Pillar 1.2 mm, shelf board 1.0mm, base 2.5 mm, Add on structure, electro static power coated rust proof.	1
3	Office chair without arm rest	Fabricated in 1" pipe	30

Earnest Money Deposit (EMD) calculated @ **1% of the Purchase Assessment Cost (PAC)**, subject to a minimum of **Rs.1500/-**, should be paid by the firm. The E.M.D. should be furnished in the form of Demand Draft in favour of the Director, School of Management and Business Studies, Mahatma Gandhi University payable at State Bank of India, M. G. University Campus Brach, along with sealed tenders.

Tender form and other details can be had from the **University General Store** on all working days, by paying the **Tender Fee @ 0.2% of PAC rounded to the nearest multiple of Rs.100**, subject to a minimum of **Rs. 400/-** and maximum of **Rs. 1500/-** + admissible GST.

For ensuring the guarantee, terms and conditions, etc. relating to the articles supplied, a written Agreement must be submitted by the qualified bidder and should submit **5% of the PAC as Security Deposit**.

Conditions:-

1. **Quoted price should be inclusive of all taxes /freight/ loading & unloading /installation/ necessary cabling for installation etc.**
2. Details such as make, model, mode of operation, etc., should be clearly mentioned in the quotation.
3. Customs/Excise duty exempted price shall be quoted.
4. Quoted rates should have at least six months validity period.
5. **Brochure of different models quoted should be enclosed.**
6. The right to accept or reject the quotations without assigning any reason rest entirely with the undersigned.
7. If the product has a valid DGS & D rate it should be quoted.
8. If the last date for receipt of quotations is declared a holyday the next working day shall be the last date for the purpose.



Dr. E Sulaiman
Associate Professor &
Head of the Department

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