

**National Highways & Infrastructure Development Corporation Ltd.**

An Organisation of Ministry of Road Transport & Highways (Govt of  
India)

3<sup>rd</sup> Floor PTI Building, 4 Parliament Street, New Delhi -110001

No.:- NHIDCL/HQ/Furniture/2016

**05.08.2016**

**SHORT TENDER NOTICE**

**Name of work: Providing and Placing Furniture's at Ground Floor and Third Floor of  
NHIDCL Office, New Delhi**

1. NHIDCL, invites item rate tender from the reputed and experienced contractors/firms for providing and placing furniture's at NHIDCL office, HQ.
2. Last date for the receipt of complete tenders in the office of undersigned is 19.08.2016 upto 03:00 PM.
3. For further details, please visit NHIDCL Website **www.nhidcl.com**.

Sandeep Kumar  
General Manager (Tech)  
National Highways and Infrastructure  
Development Corporation Limited,  
3<sup>rd</sup> Floor, PTI Building, 4, Parliament Street,  
**New Delhi - 110 001**  
Phone: 011 - 2346 1616  
E-mail: [gmt1nhidcl@gmail.com](mailto:gmt1nhidcl@gmail.com)

# National Highways & Infrastructure Development Corporation Ltd.

An Organisation of Ministry of Road Transport & Highways (Govt of India)

3<sup>rd</sup> Floor PTI Building, 4 Parliament Street, New Delhi -110001

05.08.2016

## **Subject: Providing and Placing Furniture at Ground Floor and Third Floor of NHIDCL Office, New Delhi**

1. NHIDCL, invites item rate tender from the reputed and experienced contractors/firms for providing and placing furniture's at NHIDCL office, at HQ.

### **Terms & Conditions**

#### **1. Scope of Work**

Providing and Placing Furniture at Ground Floor and Third Floor of NHIDCL Office, New Delhi as per specifications detailed below:-

S.No.	Item Description	Qty	Unit
1	Providing Wooden Designer Centre Table of size 48"x24"x17" Table Frame: Made out of teak wood duly polished Top: Made out of 19mm commercial Board + 4mm OST straight veneer ply pressed above. Shelf provided at the bottom duly polished with malamine finish.	1	each
2	Providing Sofa Set Frame made of good quality seasoned teakwood duly anti-termite treated, Seat made of good quality flat steel spring used in seat frame duly covered with coir, jute cloth and markeen fixed with 4" thick ISI mark pinhole rubber cushion. Back & Arm Rest made of flat steel spring, covered with coir, jute cloth and markeen fixed with 2" thick ISI mark pinhole rubber and high density 'U' foam for giving shape in back and arm rest. (3 Seater)	1	each
3	Providing Sofa Set Frame made of good quality seasoned teakwood duly anti-termite treated, Seat made of good quality flat steel spring used in seat frame duly covered with coir, jute cloth and markeen fixed with 4" thick ISI mark pinhole rubber cushion. Back & Arm Rest made of flat steel spring, covered with coir, jute cloth and markeen fixed with 2" thick ISI mark pinhole rubber and high density 'U' foam for giving shape in back and arm rest. (2 Seater)	1	each
4	Providing modular particle board table. The top shall be made of 25 mm thick plain particle board duly edge banded and 0.5 mm thick backing laminate at the bottom with flat edges duly sealed with 2 mm thick PVC edge lipping. The sides & modesty panel made of 18 mm pre-laminated particle board duly edge banded. Table of Size (1200 x 600 x 750mm(wxdxh) without drawer unit.	6	each

5	Providing modular particle board table.The top shall be made of 25 mm thick plain particle board duly edge banded and 0.5 mm thick backing laminate at the bottom with flat edges duly sealed with 2 mm thick PVC edge lipping. The sides & modesty panel made of 18 mm prelaminated particle board duly edge banded. Table of Size (1500 x 750 x 750mm (wxdxh) with 3 drawer unit.)	6	each
6	Providing Conference table of size 3000x1200x750mm. Table top made of 19mm commercial board duly polished & base made of 19mm commercial board duly polished.	1	each
7	Executive Medium back revolving Chair with a dual layered foam for the seat & back. The seat height can be adjusted to personalise the chairs with a gas lift that offers a cushioning effect. The PUF backrest is specially contoured for comfortable seating .The PUF seat is scientifically designed for reduction in fatigue by offering an optimal seat depth to allow free leg movement.the one piece chrome frame cushion armrests are made of rounded smooth polyurethane which is resistant to climatic conditions. It is soft, yet firm to provide extra comfort.The wide base is Chrome finish and balance with castors made of first quality.	6	each
8	Providing Workstation Chair (revolving) is low back PP base, PU arm, PU seat back, PP seat and back cover with push back & adjustable height. The seat is made of 12mm hot pressed plywood, upholstered with fabric & moulded polyurethane foam, together with injection moulded seat covers. Seat back is made of plastic injection moulded inner and outer, upholstered. The back of the foam is designed with contoured lumber support for extra comfort.	10	each
9	Executive Medium back revolving Chair with a dual layered foam for the seat & back. The seat height can be adjusted to personalise the chairs with a gas lift that offers a cushioning effect. The PUF backrest is specially contoured for comfortable seating .The PUF seat is scientifically designed for reduction in fatigue by offering an optimal seat depth to allow free leg movement.the one piece chrome frame cushion armrests are made of rounded smooth polyurethane which is resistant to climatic conditions. It is soft, yet firm to provide extra comfort.The wide base is Chrome finish and balance with castors made of first quality.	8	each
10	Providing Visitor chair low back PU arm, PP base with tilting mechanism. The seat is made of 12mm hot pressed plywood, upholstered with fabric/ leatherite having U foam. The chair is low back. Back: The seat back is made of 12mm hot pressed plywood, upholstered with fabric/leatherite having U foam. The back of the foam is designed with cotoured lumber support for extra comfort.	10	each

11	Providing modular particle board side unit. The top shall be made of 25 mm thick plain particle board duly edge banded and .5 mm thick backing laminate at the bottom with flat edges duly sealed with 2 mm thick PVC edge lipping. The sides made of 18 mm prelaminated particle board duly edge banded. size of side unit is: 1200 x450 x 725mm (wxdxh)	6	each
12	Providing modular particle board side unit. The top shall be made of 25 mm thick plain particle board duly edge banded and .5 mm thick backing laminate at the bottom with flat edges duly sealed with 2 mm thick PVC edge lipping. The sides made of 18 mm prelaminated particle board duly edge banded. size of side unit is: 1050 x450 x 725mm (wxdxh)	6	each
13	Providing Steel Filing Cabinet 4 drawer of size 1380x470x700mm. Body of Filing Cabinet made of 22 gauge, drawer of 20 gauge and drawer body of 26 gauge CRCA sheet. Telescopic sliding channels provided for proper sliding on round steel balls of 18 gauge. All drawers fitted with handles made of first quality ABS materials duly fitted in front of the drawer. The top of the drawer fitted with 6 lever brass lock with SS keys.Filing Cabinet finished by removing all dents, burns & sharp edges from various components and then immediately after pickling all mild steel parts as given phosphating treatment in dust free atmosphere and then duly powder coated.	8	each
14	Providing Steel Almirah of size 1980x910x480mm (hxwxd) having 4 adjustable shelves making 5 compartments without locker Fabrication: Almirah's side, back, top, bottom & shelves are made from mild steel of 22 gauge. The shelves shall have lipped flange 25mm width 15mm in depth. The shelves are fitted to rack strips made of mild steel sheets of 20 gauge thick with help of 4 brackets of 16 gauge that for support and adjustment and are having load bearing capacity of 60kg. uniformity divided load per shelf. The doors are made of mild steel sheet of 20 gauge and are having metal stiffener suitably spot welded to stiffen the door and fitted with the body with the help of but type hinges made of mild steel sheet of 18 gauge thickness double folded for free & smooth movement of doors.	4	each
15	Providing wooden footrest of size 600x450x100(wdh) top & side made of 19mm commercial board duly polished	2	each
16	Providing wooden table desk & 5mm clear glass on up down level. wooden Table desk of size 18'x24"	2	each
17	Adjustable Height Swivel Bar Stool	4	each

## **2. Earnest Money Deposit**

Earnest Money Deposit (EMD) of Rs. 20,000/- (Rupees Twenty Thousand only) in the form of Demand Draft or Bankers Cheque drawn in favour of “**National Highways and Infrastructure Development Corporation Ltd.**” payable at New Delhi is required to be attached with the bid.

## **3. Resolution of Dispute**

In case of dispute, the decision of General Manager (Technical), NHIDCL, HQ, New Delhi shall be final in the matter.

## **4. Payment**

The Bills in duplicate shall be submitted to, the payment shall be released after satisfactory supply of material as per specification through Cheque/DD/ECS/RTGS/NEFT Income Tax and other applicable taxes, if any, shall be deducted from the bill.

## **5. Special Condition**

**Interested bidder may inspect establishment of (NHIDCL) at 3<sup>rd</sup> floor, PTI Building, 4, Parliament Street, New Delhi-110001 with catalogue of Furniture's to finalize the design/ model, during office hours on all working days, in order to assess and understand the scope of work, failing which the bidder will be responsible for consequences there from.**

## **6. Submission of Financial Bid**

The interested bidders may submit their bids in sealed envelope addressed to Sandeep Kumar General Manager (Tech), National Highways and Infrastructure Development Corporation Limited, 3<sup>rd</sup> Floor, PTI Building, 4, Parliament Street, New Delhi-110001 upto 01:00 PM only in the prescribed pro-forma of Financial Bid provided at Annexure-I. Bid not received in the prescribed pro-forma or incomplete bid is liable to be rejected.

## **7. Opening of Tender**

The Financial Bid shall be opened on 19.08.2016 at 03:30 PM in the presence of prospective bidder or their authorized representatives.

**8.** The rate shall be mentioned in both figures and words inclusive of all taxes levied freight and other charges. The figures mentioned in words, shall be treated as final, in case of any dispute over rates.

Sandeep Kumar  
General Manager (Tech)  
National Highways and Infrastructure  
Development Corporation Limited,  
3<sup>rd</sup> Floor, PTI Building, 4, Parliament Street,  
**New Delhi - 110 001**

Phone: 011 - 2346 1616  
E-mail: gmt1nhidcl@gmail.com

**Annexure-I**

**Financial Bid**

**Subject: Providing and Placing Furniture at Ground Floor and Third Floor of NHIDCL Office, New Delhi**

S.No.	Item Description	Qty	Unit	Rate		Amount
				In Figure	In Words	
1	Providing Wooden Designer Centre Table of size 48"x24"x17" Table Frame: Made out of teak wood duly polished Top: Made out of 19mm commercial Board + 4mm OST straight veneer ply pressed above. Shelf provided at the bottom duly polished with malamine finish.	1	each			
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8	Providing Workstation Chair (revolving) is low back PP base, PU arm, PU seat back, PP seat and back cover with push back & adjustable height. The seat is made of 12mm hot pressed plywood, upholstered with fabric & moulded polyurethane foam, together with injection moulded seat covers. Seat back is made of plastic injection moulded inner and outer, upholstered. The back of the foam is designed with contoured lumbar support for extra comfort.	10	each			
9	Executive Medium back revolving Chair with a dual layered foam for the seat & back. The seat height can be adjusted to personalise the chairs with a gas lift that offers a cushioning effect. The PUF backrest is specially contoured for comfortable seating. The PUF seat is scientifically designed for reduction in fatigue by offering an optimal seat depth to allow free leg movement. The one piece chrome frame cushion armrests are made of rounded smooth polyurethane which is resistant to climatic conditions. It is soft, yet firm to provide extra comfort. The wide base is Chrome finish and balance with castors made of first quality.	8	each			

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	and are having metal stiffener suitably spot welded to stiffen the door and fitted with the body with the help of but type hinges made of mild steel sheet of 18 gauge thickness double folded for free & smooth movement of doors.					
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17	Adjustable Height Swivel Bar Stool	4	each			
				<b>Total</b>		

**Subject: Short Tender Notice for supply and placing of furniture items.**

1. The rate shall be mentioned in both figures and words and should be inclusive of all taxes levied freight and other charges. The figures mentioned in words, shall be treated as final, in case of any dispute over rates.
2. The bid shall be valid for a period of a month after the last date of submission of bids.
3. Quotes are required to be made as total amount for all items (Whole quantity) together. The selection of the bidder would be on the basis of the lowest quoted amount for the entire indicated products and quantities.
4. The material shall be supplied within 7 (seven) days after issuance of the purchase order.
5. The defective material, if any, shall have to be replaced by the agency within 07 (Seven) days at their risk and cost.
6. NHIDCL, HQ, New Delhi reserves the right to reject any or all the tenders without assigning any reason.
7. The quantity can be decreased or increased at the time of placing of purchase order.

**Certificate:-**

I have understood the scope of work and agree to the terms & conditions laid down in the letter inviting bids.

**Signature of Authorised Signatory**  
**Name of the Agency with Seal**