



INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

Prabandh Nagar, Off Sitapur Road
Lucknow 226013

Dated – 23.06.2021

Request for Quotation

**RFQ QUOTATION FOR REPAIR OF BRANDED FURNITURE IN HOSTEL AREA AT IIM LUCKNOW
THROUGH SPOT PURCHASE COMMITTEE (S.P.C.)**

Dear Bidder,

Sealed quotations are invited for Repair of wooden furniture at Hostel area at IIM Lko submit their quote to quote your minimum rates on enclosed bill of quantity on behalf of Director, IIM, Lucknow. The general terms & conditions of service contract are also enclosed which has to be duly signed indicating acceptance by the quotation.

| | | |
|---------------------------------------|---|---|
| Name of work | : | Repair of Branded furniture at Hostel area in IIM Lko |
| EMD | : | Rs. 2000/- |
| Performance Security | : | 10% of Tender value |
| Period of Contract | : | 15 days |
| Date of issue of quotation document | : | 23/06/2021 |
| Date of submission quotation document | : | 03:00 PM 28/06/2021 |
| Date of opening of quotation Bid | : | 03:15 PM 28/06/2021 |
| Date of starting of work | : | Within 03 days of Issue of LOI |

Vendors are advice to visit the site and see the work before submitting the quota. The quotation should be submitted in sealed envelope in CAO Office.

For Indian Institute of Management Lucknow

Dear Bidder,

On behalf of the Director of Indian Institute of Management, Lucknow, professional firms of furniture works are hereby invited to quote your rates on enclosed '**Bill of Quantity**' for above subject works as per conditions given below.

1. The quotation should be submitted only latest by 28/06/2021, Monday in CAO Office.

(i) Bidders are advised that **Quotation** should be submitted in sealed envelope before due date of submission which should be marked at the top of envelope as below:

QUOTATION REPAIR OF BRANDED FURNITURE AT HOSTEL AREA AT IIM CAMPUS, LUCKNOW.

1. Complete Quotation and required document should be submitted to the Committee in Person
2. Quotation received without required supported document as per quotation notice may be rejected.
3. Each page of the quotation document should be signed in ink and any cutting or over writing should be accordingly be signed.
4. If the bidder fails to start the work within 03 days of receipt of letter of acceptance, the work can be withdrawn and performance security could be forfeited after obtaining Approval form the Competent Authority.
5. The terms and condition/scope of work for maintenance given in quote are also part of the General Terms & Conditions. In case any contradictions, most favorable to the Institute will prevail upon. The General Terms and conditions are available on the Institutes website will be the part of the terms and conditions and shall be biding to both IIML and Contractor. In case of any un clarity on term & conditions & specs., the CPWD, GCC, SCC & Specs shall be applicable.
6. The Director, Indian Institute of Management, Lucknow reserves the right to reject one or all the Bids without assigning any reason or cancel the complete process of S.P.C. No claim, whatsoever, shall be entertained on this account.
7. The validity of the quotations shall be at least **30 days** from the date of opening of quote mentioned above.
8. Bidders incorporating additional conditions are liable to be rejected.
9. Bidders are advised to physically see the volume of work at work place before quoting the rates. No deviation of rates or new conditions of contract will be accepted after award of the work.
10. No support of man power, material, cartage or transport etc. will be provided by the Institute other than specifically mentioned. All these have to be arranged by the contractor at their own cost.

11. No advance payment against work will be made. However the payment will be made after satisfactorily completion of the work on actual work done and measurement.
12. Variation in quantities: The quantities given in the bill of quantities are subjected to variation to any extent. No claim shall be entertained on this account whatsoever it may be.
13. The successful bidder will be required to submit performance security 10 % of tender value within 3 days of issue of LOI in the form of crossed demand draft/FDR/Bank Guarantee from Nationalized Scheduled Banks in favour of Indian Institute of Management, Lucknow of any nationalized/scheduled bank, cheque will not be accepted, the EMD amount can be adjusted in this amount.
14. Performance Security to be released after completion of Defect Liability Period.
15. The Institute and the contractor shall have the right to end the contract by serving notice to the other party, in advance. Also if the contractor is found to be grossly negligent or inadequate in execution of the work, the Institute shall have full right to notify the contractor of the gross defects and to terminate the contract at any time during the contract period without any prior notice and get the balance work executed at risk and cost of the contractor.

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SPECIAL TERMS AND CONDITIONS

1. This is an ALL-INCLUSIVE CONTRACT i.e. including all materials labor and equipment's, transportation, loading & unloading, testing & commissioning equipment required for execution of complete work.
2. Rates given with inclusive of all Central, States and Local taxes including Trade Tax etc. GST on works contract as Applicable shall be paid etc.
3. Rates shall be inclusive of payments of dues by the contractor to the labour in accordance with the prevailing labour laws of Central Government.
4. All Central, States and Local laws applicable will be observed and Indian Institute of Management, Lucknow will be kept indemnified by the contractor.
5. Water, Electricity & Security if required will be arranged by the Contractor himself for the work. No claims will be entertained for the above. However single source of water & electricity will be provided by the Institute free of charge.
6. All tools, materials and plants will be arranged by the Contractor himself.
7. Scaffolding etc. required for the work shall be arranged by the contractor and no payment will be made extra for this.
8. Scope of work: as mentioned in BOQ.
9. Payment shall be made on Qty. executed and certified by the user and jointly measured by the IIML and Contractor's representative multiplied by the Rates agreed in the BOQ enclosed.
10. In case required, the contractor is required to submit the valid and applicable Manufacturer Test certificate of the Material used.
11. IIM, Lucknow reserves the right to curtail or enhance the scope of work either by deletion of certain items entirely or by reducing/increasing the quantities of certain items as required reviewed by the Institute from time to time and therefore, the final value of the work shall be worked out and paid to the extent actually carried out on certification of Engineer Incharge.
12. IIM, Lucknow reserves the right to terminate the agreement on giving notice of 05 days if performance of the contractor is not found satisfactory or slow or quantity of material used are substandard or required test & procedures are not performed during the painting. In such a case IIM shall have the right to take the custody of its transformer and get the balance work related to transformer repair at the risk and cost of contractor.
13. Income Tax & Labor Cess as per the rules will be deducted from the bill and the amount so deducted will be credited to the Income Tax authorities and a certificate of the amount credited will be issued by the accounts section of IIM, Lucknow.

14. The performance security submitted will be converted to security deposit/ retention money and will be returned after successful completion of defect liability period. Defect liability period shall be six months from the completion date of the work.
15. All statutory levies/charges and overheads payable to any Govt. authority what so ever shall be borne by the contractor. Institute accept no responsibility of liability what so ever on this account.
16. The rate shall remain firm and no enhancement/escalation on account of any statutory or other increase by local authority/State/Central Govt. shall be entertained.
17. The dispute, if any, will be referred to the Director, IIM, and his decision will be final and binding.
18. Conditional quotations including that of the conditional/unconditional rebates shall be rejected forthwith.
19. No correspondence/change in commercial terms shall be entertained after opening of the quotations.
20. All disputes arising out of this order will fall under the jurisdiction of Lucknow court.
 - (i) The Contractor shall not pay less than what is provided under law to labors engaged by him on the work.
 - (ii) The Contractor shall at his expense comply with all labour laws as per Central Government and keep the owner indemnified in respect thereof.
21. The Contractor shall be fully responsible in respect of the any damages in respect or in consequence of any accident/injury/death to any workman during execution of the work without involvement of IIM Lucknow.
22. Contractor shall be entirely responsible for the safety of workers during the contract period and will provide necessary safety devices to their workers.

For Indian Institute of Management Lucknow

Indian Institute of Management Lucknow

| S.N. | Criteria | Details |
|------|--|---------|
| 1 | Name of the Organization/Agency/Firm | |
| 2 | Address & Telephone No. of the Organization/Agency/ Firm | |
| 3 | PAN No. | |
| 4 | GST Registration No. | |
| 5. | Details of Dealership/ Distributorship | |

Note: 1) Please attach supporting documents.

- Address & Telephone No. of the Organization/Agency/ Firm
- PAN No.
- GST Registration No
- Experience Certificates
- Valid Authorization Certificate of Dealership/ Distributorship issued by the Manufacture.

2) If documents are not included in the application, the bid will be automatically rejected. Please sign each pages of Quotation Document.

Seal and signature of the Bidder

BILL OF QUANTITY**For Repair of Branded furniture at Hostel area.**

| Sl. No. | Description of Item | Unit | Quantity | Rate in Rs | Amount in Rs. |
|-----------|--|------------|----------|--------------------|---------------|
| A. | Repairing of Branded furniture (Godrej) | | | | |
| a. | Repair of Bed:: | | | | |
| i | Welding of new MS angle 25X5 clits of required size welded in iron frame of bed, as approved by E-in-C. | Each Bed | 6 | | |
| ii. | Welding of new MS square pipe support as middle leg of 1" size heavy duty weld in Godrej bed two legs in a bed, with necessary arrangement for welding including straightening of bent frame, complete job with paint work on welded area and new pipes. | Each Bed | 4 | | |
| iii. | Welding of new MS medium duty 19mm square pipe in frame of required size, i/c paint complete job. | Each bed | 2 | | |
| b. | Repair of Chair :: | | | | |
| i | Replacement of damaged hydraulics in revolving chairs. | Each | 18 | | |
| ii | Replacement of old damaged handles and fix new handles at existing places complete job. | Each pcs | 27 | | |
| iii. | Repairing of revolving chairs by welding wherever required and fixing additional screws i/c making new holes in pipes where old holes are damaged etc. complete job. | Each Chair | 35 | | |
| iv | Replacement of old damaged coaster wheels in revolving chair, complete job. | Each pcs | 29 | | |
| v | Replacement of damaged base plate of revolving chair by new one including dismantling of seat, hydraulic and re-fix the same. | Each | 1 | | |
| vi | Repair of revolving chair seat by replacement of damaged ply of seat and re-fix the old cushion and fabric. Complete job in all respect. | Each | 5 | | |
| c. | Repair of table:: | | | | |
| i. | P/F of table top of size 23-4"X47" fabricated with 19 mm ISI marked ply wood with 0.8m mica as per existing size and pattern complete job. | Each | 30 | | |
| ii. | P/F of steel keyboard tray as per existing size and pattern. | Each | 11 | | |
| iii. | Welding of additional support in legs including straighten the frame with painting compete job. | Each | 3 | | |
| | | | | Total = | |
| | | | | GST @ 12% | |
| | | | | Grand Total | |

Dt:

Signature of firm with seal