

TENDER FORMAT

To
The Director (CRA-II)
Office the Director General of Audit (Central)
Ahmedabad, Branch office Rajasthan, Jaipur.

Sir,

With reference to your tender Notice No. _____
dated _____ I am to submit my tender for Supply of 30 High back chairs.

I further affirm that I have read and fully understood the tender notice and agree to abide by all the terms and conditions laid therein, which are being signed as token of my acceptance. In case I fail to abide by the terms and conditions or to carry on the contract satisfactorily, I will be liable to the termination of contract as mentioned in the terms and conditions.

Enclosure:

1. Statement of quoted value of contract
2. Terms and conditions duly signed.
3. Copy of Trade License.
4. Copy of PAN card
5. Copy of GST Registration Certificate.

Signature-----

Name of Tenderer-----

M/s-----

OFFICE OF THE DIRECTOR GENERAL OF AUDIT (CENTRAL) AHMEDABAD,
BRANCH OFFICE RAJASTHAN JAIPUR

TENDER FOR SUPPLY OF REVOLVING CHAIR

Office the Director General of Audit (Central) Ahmedabad, Branch office Rajasthan, Jaipur invites reputed vendors/dealers/firms for the Supply of revolving Chairs

SCHEDULE

Last Date/Time for receipt of Bids:- 20-10-2023

Date/Time of Opening of Bids:- 20-10-2023/ 5:00PM

Place of Opening of Bids: Room no. 206 AG office Janpath, Jaipur

Address for Communication:- Sr. Audit Officer/GD,

O/o Director General of Audit (Central) Ahmedabad, Branch office Rajasthan

Janpath, Jaipur:302005

ELIGIBILITY CRITERIA FOR BIDDERS

1. Bidder must be a reputed dealer/firm dealing in office/revolving chairs to Govt. Departments / Institutes / Ministries.
2. Bidder should have a minimum experience of at least 2 years in the field of supply of office chairs to Govt. Departments/Institutes. Certificate/Work order for at least one year is to be provided.
3. Bidders must provide an undertaking of non-backlist and that no Criminal Case/Complaint is pending against them anywhere in India

SUPPLY/PROVISIONING SPECIFICATIONS & STANDARDS

1. The items supplied by the selected bidder must have the relevant ISI mark/ ISO standards wherever applicable.
2. Warranty obligations will remain on the selected bidder.
3. Defect liability for all chairs supplied by the bidder as per order will rest with the bidder for the next one year including repair/ replacement warranty from the date of completion of work.
4. Supply of the entire quantity of chairs to be completed within 21 day from work order.
5. The rates quoted exclusive of taxes and delivery charges.
6. The rates quoted shall be valid for three months.

TERMS AND CONDITIONS

1. Only bidders who satisfy the eligibility conditions may apply. Sealed tenders as a single composite bid are to be delivered by hand/post at Room No. 206, AG Office, Janpath, Jaipur - 302015
2. All sealed envelopes shall be clearly marked with the name of supply of revolving chair and the name of the bidder and shall be submitted before 05.00 PM on 20 10-2023 . Tenders received after the due date will not be entertained.
3. Tenderers should sign at the bottom space of all pages of the tender document.
4. Any effort by a bidder to influence in bid evaluation, bid comparison or contract award decisions may result in the rejection of the bidders bid.
5. The notification of the award will constitute the formation of the contract/work order.
6. The tenders submitted beyond the date and time fixed shall be summarily rejected. Partial quotations of items will make the tender liable for rejection. Bidder must give quotation for all items in the Tender Performa.
7. Any postal delay or loss in transit will not be binding on this Office.
8. Office of the Director General of Audit (Central) Ahmedabad, Branch office Rajasthan, Jaipur, reserves the right either to accept or reject any or all the tenders at any time prior to the award of the contract.
9. No request for an increase in the rates will be entertained during the period of supply of items. No advance payment will be made. Also, no interest will be paid on delayed payment.
10. Office of the Director General of Audit (Central) Ahmedabad, Branch office Rajasthan, Jaipur reserves the right to reject any or all tenders. To satisfy itself, the Office can get a spot enquiry to verify the tendering firm's soundness, capability, and viability.
11. All disputes are subject to the jurisdiction of Jaipur.
12. In case of breach of any clause of the contract, the firm can also be blacklisted.

TENDER DOCUMENT TO BE REQUIRED

1. Duly filled Tender Performa.
2. Eligibility/Experience Qualification certificates as given in the eligibility criteria.



SIGNATURE OF TENDERER

DATE: 5/10/23

Chair Specification

No of Chairs	
Chair Mechanism	Multi-Function tilt mechanism
Seat material	100% Polyester Fabric
Ergonomic Seat Design	Yes
Mechanism designed with 360 degree-revolving type and upright locking	Yes
Armrest	Adjustable
Type of backrest support	Backrest foam design based on lumber support
Number of arm movement	2 or higher
Pedestal	Pedestal Base- Glass Fiber/ Aluminum Number of Twin wheel castor- 5 Nos.
Seat Height Adjustment	Height adjusted with a pneumatic gas lift