

Department for Ocean Engineering
Indian Institute of Technology Madras
Chennai – 600 036

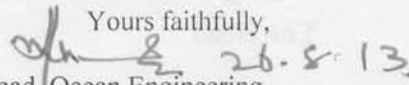
Date: **26/08/13**

Ref.: OED/2013/019/Stores

Due date: **16/09/13**

1. Quotations are invited in duplicate for the item shown in enclosed list as Annexure 1.
2. The quotations must be in two bid system consisting of technical bid and financial bid. Both the bids should be in separate cover and enclosed in the single envelop in sealed cover.
3. The Quotations duly sealed and super scribed on the envelope with the reference No. and due date, should be addressed to the undersigned so as to reach him on or before the due date stipulated above.
4. The Quotations should be valid for sixty (60) days from the due date and the period of delivery required, warranty terms etc. should also be clearly indicated. A minimum of one year warranty required.
5. Brochure detailing technical specifications and performance, list of industrial and educational establishments where the items enquired have been supplied must be provided.
6. Compliancy certificate is to be provided indicating conformity to the technical specifications.
7. If the item is under DGS&D Rate contract No. and the price must be mentioned. It may also please be indicated whether the supply can be made direct to us at the Rate contract price (Please note that we are not Direct Demanding Officers). If so please send copy of the RC.
8. Relevant literature pertaining to the items quoted with full specifications (and drawing, if any) should be sent along with the Quotations, wherever applicable. Samples / machine/ equipment if called for should be submitted / demonstrated at free of charges, and collected back at the supplier's expenses.
9. Packing, delivery and installation charges must be clearly indicated.
10. The rate of sales / General Taxes and the percentage of such other taxes legally leviable and intended to be claimed should be distinctly shown along with the price quoted. Where this is not done, no claim for Sales / General Taxes will be admitted at any stage and on any ground whatsoever. The taxes leviable should take into consideration that we are entitled to have concessional Sales Tax applicable to non Government Educational Institutions run with no profit motive for which a concessional Sales Tax Certificate will be issued at the time of final settlement of the bill.
11. IIT Madras is exempt from payment of Excise Duty and is eligible for concessional rate of custom duty. Necessary certificate will be issued on demand. IIT Madras will make necessary arrangements for the clearance of imported goods at the Airport/Seaport. Hence the price should not include the above charges.
12. Goods should be supplied carriage paid and insured.
13. Goods shall not be supplied without an official supply order.
14. Payment: Every attempt will be made to make payment within 30 days from the date of receipt of bill / acceptance of goods, whichever is later.
15. Acceptance and Rejection:- I.I.T. Madras has the right to accept the whole or any part of the Tender or portion of the quantity offered or reject it in full without assigning any reason.

Yours faithfully,


The Head, Ocean Engineering

प्रो. जे.एस. मणि / Prof J.S. MANI
अध्यक्ष, सामुद्रिक इंजीनियरिंग विभाग
Head, Department of Ocean Engineering
भारतीय प्रौद्योगिकी संस्थान मद्रास
Indian Institute of Technology Madras
चेन्नै / Chennai - 600 036. भारत / India

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Annexure 1

Ref: OED/2013/019/stores Date: 26/08/13

Due date: 16/09/13

Specification:

Supplying and fixing table of size: 1220mm L x 1220mm B x 940mm H (fig A) and 1524mm L x 1524mm B x 940 mm H (fig B) to seat 4 four people as indicated in drawing. The table shall be made of prelaminated board for which color will be chosen after the award of contract. The prelaminated table sheet shall be 25mm thick for the table top and all other parts made of 18mm with 2mm edge banding. The tables shall be arranged as per layout shown in drawing.

Total needs 15 seater.

The cost shall be indicated as per the following format.

Sl.No	Item	qty	Rate	Additional Rate For supplying &fixing	Remarks
1	Four Seater table as per dwg (fig A)	5			
2	Four Seater table as per dwg (fig B)	10			
3	Key board tray and CPU compartment as shown in dwg.	5			

All quotation may send in "HARDCOPY: by speed-post/courier to latest by on or before: 12/09/13.

ADDRESS

The Head

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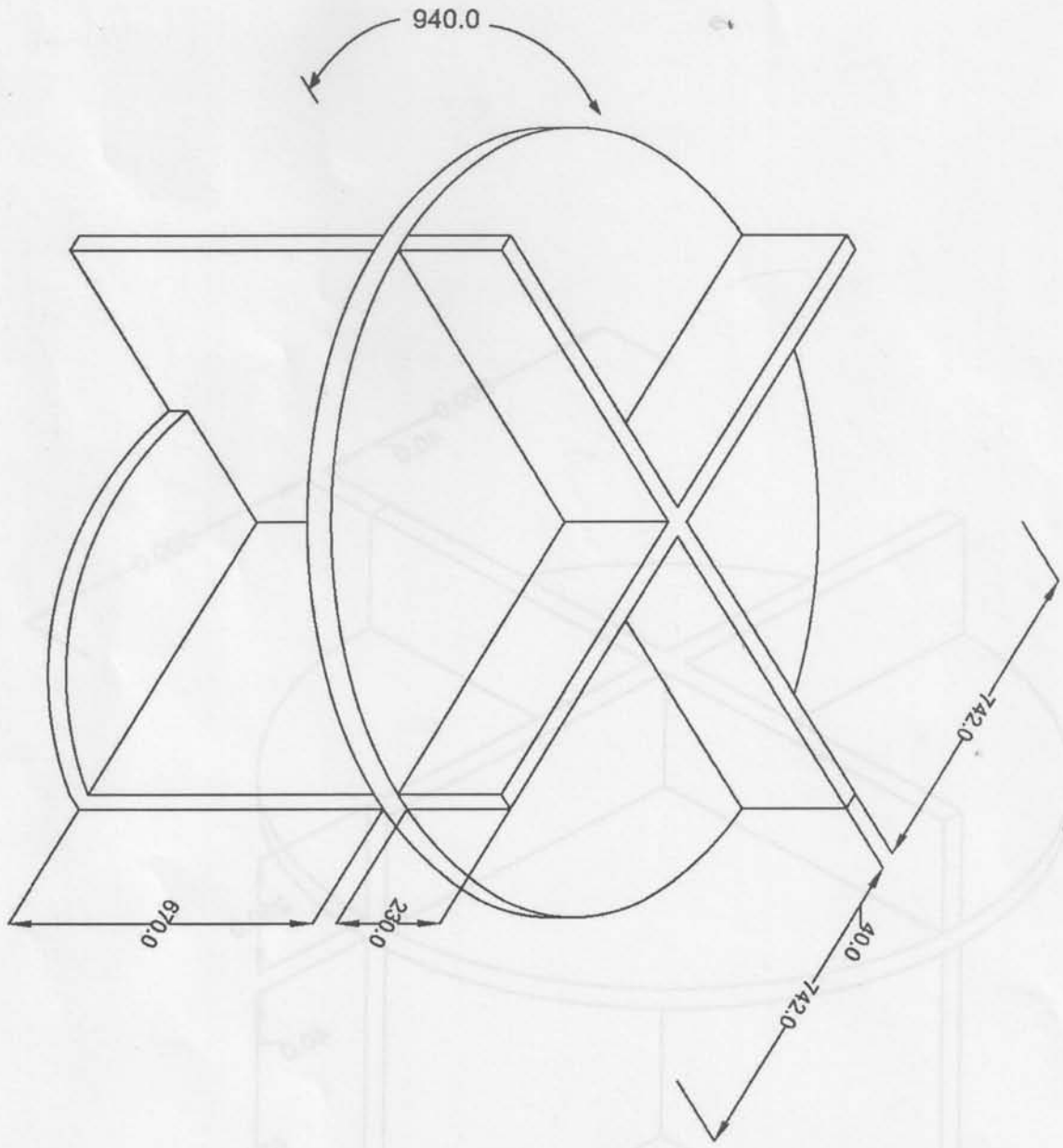
India.

Phone (Office): 044 22574801.

Email: headoec@iitm.ac.in

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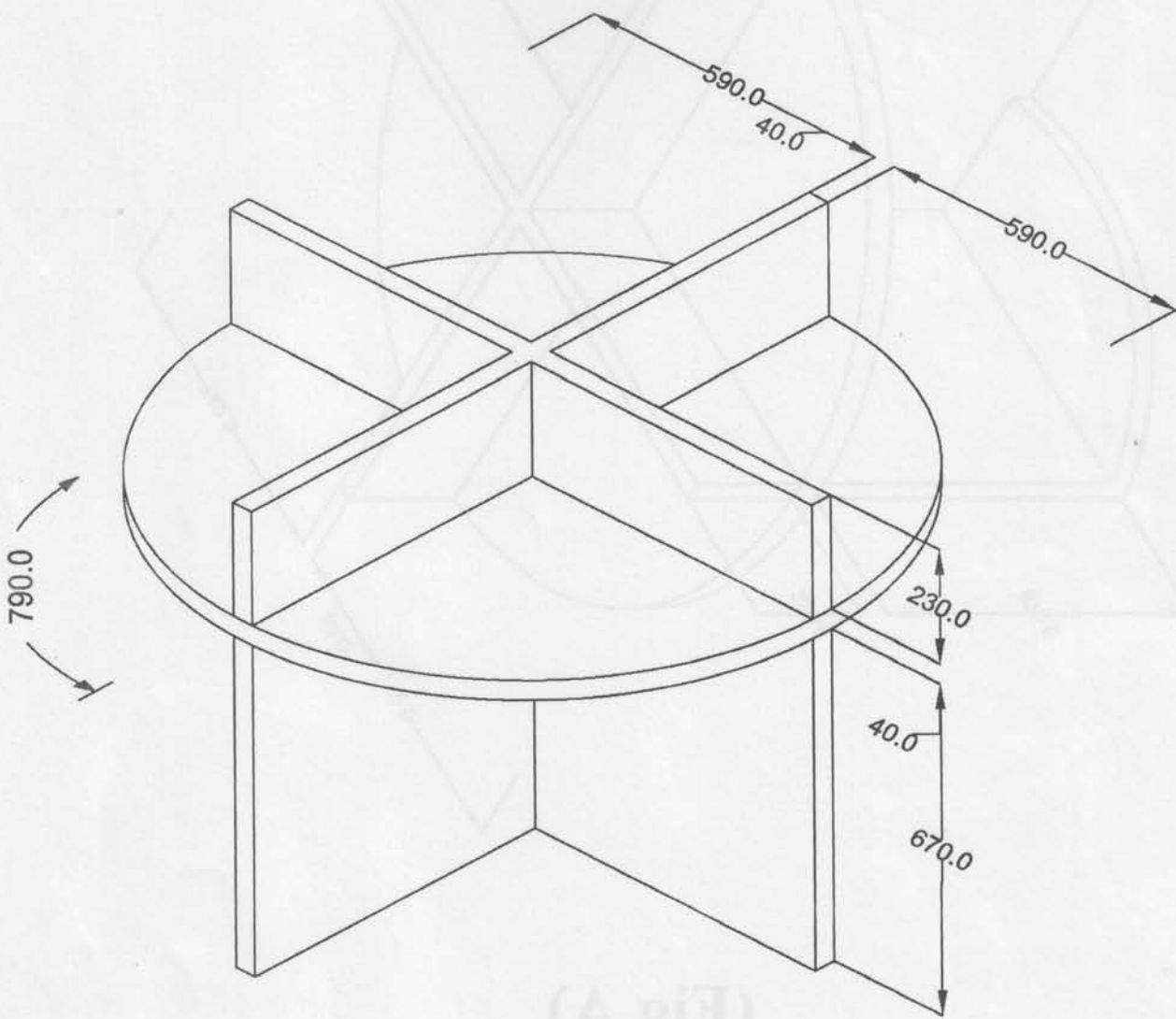
All Dimensions are in mm



(Fig A)

All Dimensions are in mm

Fig B



All Dimensions are in mm

Fig B