



Dear Sir,

Sub: -Procurement of Furniture &renovation workin Library FF at MDI Campus

1. Sealed quotations are invited for Procurement of Furniture & renovation work in Library FF at MDI Campus. The quotation should be submitted in a sealed cover super scribing the "Quotation for the Procurement of Furniture & renovation work in Library FF & addressed to :

**The Resident Engineer
Management Development Institute
Mehrauli Road Sukhrali
Gurgaon - 122007**

So as or before 15.00 hrs. on the 26nd August 2019.

2. **Terms & conditions are as under:**

- (i) The rates quoted should be inclusive of all types of taxes.
- (ii) The furniture will be supplied at MDI Campus and nothing extra shall be paid for the cartage, packing, forwarding, Octroi etc.
- (iii) All the furniture ordered will be supplied within 60 days of the confirmed order in writing by the Institute.
- (iv) Before quoting the rate, the supplier may ascertain the requirement(s) and design of furniture from the Estate Deptt, MDI
- (v) One sample furniture as per specified design (before and after polish) shall be got approved from the Institute before taking up bulk manufacturing of furniture.
- (vi) Rates should be quoted for items as per schedule of quantities enclosed at Appendix 'A'.
- (vii) Nothing extra shall be paid for placing of furniture at site.
- (viii) Earnest money deposit of Rs.25, 000/- (Rs. Twenty Five thousand only) favoring Management Development Institute through Demand Draft payable at Delhi or Gurgaon shall be enclosed with the quotation (cheques shall not be accepted and party's tender/quotation shall be rejected forthwith without EMD) The earnest money deposit of the successful supplier will be retained by MDI as security deposit which will only be released after 90 days of receipt of the full supply ordered.
- (ix) No advance payment/mobilization advance for the supply of furniture will be paid by the Institute. However, running account payment shall be made as per Terms of payment mentioned in clause.
- (ix) In case the full quantity of furniture is not supplied within the date stipulated penalty shall be imposed Rs. 5000/- each day of delay subject to a maximum of Rs.50, 000/- (Rs fifty thousand only). However, Director, MDI shall be empowered to grant extension of time on valid grounds.

- (x) The quoted price shall be firm throughout the currency of the supply and is not subject to escalation due to any reason whatsoever.
- (xii) In case any item is found to be defective/substandard, the same shall be rejected and no amount shall be paid for such items and such items shall be removed from the site immediately on cost to the suppliers.
- (xiii) Terms of payment:-
 - (a) 80% on delivery of approved items in the campus, within 30 days of submission of correct invoice for the items supplied and certified to be in good and acceptable condition by the estate deptt. Proof of payment of GST challan has to be submitted by the suppliers.
 - (b) 10% of supply value shall be paid on completion of installation /laying/placing of the supply furniture as per the requirement of the purchaser within 15 days of completion of such activity.
 - (c) Balance 10% of supply value shall be paid within 30 days of satisfactory completion of all contractual obligations of specified for supply installation/placing/laying of all furniture item as mentioned in the BOQ

3. Technical Specifications

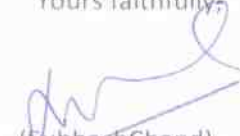
- a) **A sample of every item of furniture shall be submitted for approval before bulk manufacturing (specially item no. 23 & 26).** Approved samples shall be used as standard of finish and workmanship.
- b) Good quality teak wood timber shall only be used for the furniture to be supplied. It shall be best of its kind as set out in section – carpentry and joinery well seasoned and kiln dried with a moisture content of 12 A nominal A + 2% for teak wood. It shall be matched for colour and grain free from work holes, loose or dead knots or other defects and sawn die square.
- c) Plywood/block shall be of premium quality, resin bonded CWR brand, weather proof, close grained plywood suitable for veneering, painting or bonding plastic laminate as require. Exposed edges of plywood block boards shall be finished with a strip of solid wood, tongued and grooved and glued. The ply board shall be of brand name DURIAN/ NATIONAL/ /MYSORE. LAMINATION SHALL BE FORMICA/ DECOLUM/ GREENLAM//NEOLUXE BRAND of 1.00 mm thickness and Pre laminated board brand name Greenlam /marino etc.
- d) Grain directions of wood grain laminated sheeting shall be as follows. Length wise on horizontal surfaces. Vertical on vertical surface. Horizontal on edges top surfaces and shelves.
- e) All joints shall be standard mortise and tenon, dowel, overall cross halved, mitered tongue and grooved and rebated. Nailed butt joints will not be permitted. ISI approved adhesives shall be used for the carpentry and joinery work.
- f) Timber veneers shall be finished by the application of two coats of an acid catalyzed clear melamine. The finish shall be a satin, semi gloss finish. The lacquer shall be applied evenly by spraying to give an even coat to the veneer surface.
- g) Cushion vents shall be provided at the back or underside of all seat cushions in sufficient number to allow air to escape easily and prevent from scams.
- h) Stained spirit polish with melamine finish for wood work shall be carried out wherever polishing is specified.
- i) MDI shall have the right to expose the furniture for inspection purpose. Supplier has to repair the same at his own cost.
- j) Supplier shall make all arrangements for inspection at their workshop as and when asked by MDI.
- k) All hardware fittings, knob, ball catcher brass should be Haffle/Godrej/door set.
- l) The quantities indicated in the schedule of quantities are approximate only. The quantities can be increased or decreased or totally deleted while placing order by the Institute. Payment shall be made to the actual quantity of furniture supplied at site.

4. The rates are fixed and shall be valid for entire duration of work.
5. The Institute reserves the right to get the whole or part of work done through one or more parties
6. The work should be organized/carried out without affecting the normal functioning of the Library. There should be least disturbance for the movement of traffic inside the Library.
7. The contractor must get acquainted with the proposed site for the work and study specifications and conditions before quoting the rates
8. Nothing extra shall be payable for removing the furniture or other items from the rooms.
9. The security deposit money shall be released after six months from the date of satisfactory completion of the entire scope of the contract

MDI reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.

Thanking you,

Yours faithfully,



(SubbashChand)
Resident Engineer

Encl: Annexure-A Only

SCHEDULE OF QUANTITIES OF FURNITURE FOR FIRST FLOOR LIBRARY BLOCK

Sno.	Description	Unit	Qty	Rate (in Rs.)	Amount
SECTION 1 : Book Rack, Meeting, Sitting Area (First Floor)					
1	Dismantling & removing of existing vinyl flooring and preparing the surface for laying carpet tiles. Including removal of debris from site.	Sqft.	1050		
2	Dismantling and removing of aluminium partition wall including doors, windows, jams etc. including removal of debris from site.	Sqft.	325		
3	Dismantling and removing of existing wall panelling and repairing/ preparing the wall for paint coat. Including removal of debris from site.	Sqft.	485		
4	Dismantling and removing of wall partitions, plumbing fittings, pipes and levelling of floor/walls in existing toilet and making good all surfaces. Including removal of debris from site. (Floor area to be measured)	Sqft.	70		
5	Dismantling and removing of toilet door with door frame and refixing the same door with frame including repair, finish, hardware like hinges locks etc. complete in all respect.	Nos.	1		
6	Providing and fixing of nylon base carpet floor tiles of size 500X500 in steps of flooring including treads & risers of approved shade/colour. Make: Tuntex, Heritage /Milken/forbo/ Inter face. Basic rate of carpet Rs.150/sft.	Sqft.	1050		
7	Providing and fixing of Aluminium T-profile in flooring, treads/risers etc.	Rft.	85		
8	Supply and fixing in position meeting table of size 2700 X 1000 mm in 19mm thick commercial board BWP grade faced with 1.00 mm thick laminate of choice shade on all faces with edge binding on profile and M.S/S.S Base in neutral or chrome finish with all necessary locks, fittings and provision for electrical points. The base to have six legs joined by top structure to fix to the table top.	No.	1		
9	Providing, making and supplying of medium Back chair of seat size shall be 485mm (W) x 510mm (D), back size shall be - 500mm (H) x 520mm(W). The seat shall be made of hot pressed 15mm thick moulded ply and upholstered with Urethane foam Foam density 40kg/m3 & net fabric tapestry. The back made of polypropylene outer side and upholstered with nett or breathable mesh with cushioned support. The armrests to be made of polyurethane. The pneumatic height adjustment shall have an adjustment of 63mm in BIFMA Standard class 3. The pedestals shall be made of HR steel chrome plated fitted with 5 nos. twin wheel castors made of injection moulded polypropylene. The pedestal dia. shall be 65+/- 0.5cm and the pitch centre dia shall be 75+/-1cm (with castors). The twin wheel castors shall be injection moulded in black nylon.	No.	10		
10	Supply and fixing in 2 seater sofa in leatherette finish of choice shade with culting on arms and back. The under base frame shall be made out of hardwood with 100mm thick cushion seat and 75mm thick cushion back with 12mm thick HD "U" foam. The base shall be M.S stand in with tapered legs in chrome finish. Size: 1400 X 750 mm. (basic cost of leatherite: Rs. 400/- mtr.)	No.	2		
11	Supply and fixing in position corner table for sofa set in size 450 X 450 X 450 (H) mm made in 19mm thick commercial board BWP grade with walnut veneer finish on all sides and edges and top 6mm thick black lacquer glass fixed on 19mm thick commercial board base. All veneer finished in french polish with melamine/laker coating complete with all hardware/fittings as required.	No.	1		

Sno.	Description	Unit	Qty	Rate (in Rs.)	Amount
12	Providing, supplying and fixing of 12mm thick commercial BWP grade plyboard over existing walls in line and level using hardwood back frame as required finished in 1mm thick laminate of choice shade in wall panelling.	Sqft.	310		
13	Providing, supplying and fixing of 75mm thick wooden partition using 2"X2" thick hardwood section in 2'-0" X 2'-0" grid size with 12mm thick commercial board BWP grade finished with 1mm thick laminate of choice shade on both faces. Complete with all hardware & fittings and provision for electrical/data switches & sockets.	Sqft.	100		
14	Providing and supplying of 12mm thick toughened glass partition with alluminium frame of section 45 X 18 mm thick with anodised finish. (Make: Alloy)	Sqft.	300		
15	Providing and supplying of 12mm thick toughened glass Single door with alluminium frame (Make: Alloy) of section 100 X 18 mm thick with anodised finish and all necessary hardware and fittings like floor machine, handles, locks etc. Door opening size- 1000 X 2100 (H) mm. Make for floor machine: Dorma/ozone.	Nos.	2		
16	Providing and supplying of 12mm thick toughened glass double door with alluminium frame (Make: Alloy) of section 100 X 18 mm thick with anodised finish and all necessary hardware and fittings like floor machine, handles, locks etc. Door opening size- 1800 X 2100 (H) mm. Make for floor machine: Dorma/ozone.	Nos.	Rate only		
17	Providing, supplying and fixing of hardwood frame above ceiling in partitions/glass partitions upto slab level including removing and refixing of metal ceiling, light fixtures etc as may be required.	Sqft.	112		
18	Supplying and fixing of 3M make vinyl on existing wall panelling in design, letters or as per drawing/ instructions of engineer in-charge . Complete in all respect.	Sqft.	1550		
19	Supplying and fixing of 3M make frosted film on existing glass partitions including design, letters or as per drawing/instructions of engineer in- charge. Complete in all respect.	Sqft.	85		
20	Supply and fixing in position table for record room of size 1350 X 675 in 19mm thick commercial board BWP grade faced with 1.00 mm thick laminate of choice shade with edge binding on profile and 3 drawers (2 small and 1 big) with all necessary locks, fittings and provision for electrical points.	Nos.	1		
21	Supplying and fixing in position full height shuttered back storage unit of size 2100 X 400 X 2400 (H)mm with openable shutters having horizontal shelves of varying length and fixed vertical partitions as required and made out of 19mm thick commercial board BWP grade finished in 1.00 mm thick laminate on all sides and edge binding tape on the profile. The openable shutters shall have all the fittings like handles, locks, hinges etc. of hettich make. The unit shall conceal all electrical/AC panels within the shutters and is included.	No.	1		
22	Providing, making and supplying of medium Back chair of seat size shall be 485mm (W) x 510mm (D), back size shall be - 500mm (H) x 520mm(W). The seat shall be made of hot pressed 15mm thick moulded ply and upholstered with Urethane foam Foam density 40kg/m3 & net fabric tapestry. The back made of polypropylene outer side and upholstered with nett or breathable mesh with cushioned support. The armrests to be made of polyurethane. The pneumatic height adjustment shall have an adjustment of 63mm in BIFMA Standard class 3. The pedestals shall be made of HR steel chrome plated fitted with 5 nos. twin wheel castors made of injection moulded polypropylene. The pedestal dia. shall be 65+/- 0.5cm and the pitch centre dia shall be 75+/-1cm (with castors). The twin wheel castors shall be injection moulded in black nylon.	No.	1		

Sno.	Description	Unit	Qty	Rate (in Rs.)	Amount
23	Supply and fixing in position of book storage rack in 19mm thick laminated commercial board BWP grade finished in 1.00 mm thick laminate of choice shade on all faces having horizontal shelves of varying lengths as required and made out of 19mm thick laminated commercial board BWP grade with all exposed edges to be finished with edge binding tape of matching shade. The shelves shall have a height adjustable system. All hardware and fittings are included.				
23a	Full Height upto 2100mm High	Sqft.	245		
23b	Low Height upto 750 mm High	Sqft.	240		
24	Supply and fixing in position of round reading tables of dia 900mm in 19mm thick commercial board BWP grade top finished in 1.00 mm thick laminate of choice shade with edge binding around the circumference of matching shade. The table base frame shall be metal powder coated/chrome finished single pedestal with legs/round with all joint caps and hardware.	Nos.	4		
25	Providing, making and supplying of lounge chair without arms for round reading tables with S.S base and leatheritte tapestry. The pneumatic height adjustment shall have an adjustment of 63mm in BIFMA Standard class 3. The pedestals shall be made of HR steel chrome plated fitted with 5 nos. twin wheel castors made of injection moulded polypropylene. The pedestal dia. shall be 65+/-0.5cm and the pitch centre dia shall be 75+/-1cm (with castors). The twin wheel castors shall be injection moulded in black nylon. (basic cost of leatheritte: Rs. 400/- mtr.)	Nos.	15		
26	Providing, supplying and placing in position double side steel Library Racks in perfectly upright and straight position. The overall size of the rack shall be 900mm (W) X 600mm (D) X 2110mm (H). The rack shall be supplied with 4 nos. of adjustable shelves on both side i.e. 10 loading levels. Rack, side panel, skirting shall be made of 0.8mm thick high yield strength CRCA sheet of grade 'D' conforming to IS: 513. Side and top shall be covered with 19mm thick commercial BWP grade plyboard finished in 1mm thick laminate of choice shade. The edges of the board shall be sealed with 2mm thick PVC edge banding. The add-on units can be stacked width wise to form a bank of racks having common side panel. The shelves shall be folded constructions which have intrinsic rigidity and high load carrying capacity. Uniformly Distributed load capacity per each shelf shall be 80kg maximum. Each shelf shall be provided with stiffener at bottom for strength and back stiffener for separator between front and rear shelf. All steel components shall be epoxy polyester powder coated to the thickness of 40-60µ. Leveler shall be provided with metal insert to resist scratches on the floor and also level & support structure.	Nos.	165		
27	Supplying and fixing in position shuttered storage unit of size 1200 X 400 X 1200 (H)mm with openable shutters having horizontal shelves of varying length and fixed vertical partitions as required and made out of 19mm thick commercial board BWP grade finished in 1.00 mm thick laminate on all sides and edge binding tape on the profile. The openable shutters shall have all the fittings like handles, locks, hinges etc. of hettich make. Complete in all respect.	Nos.	1		
28	Providing & supplying of book trolley (Library), approx. 920 mm (W) x 250mm (D) x 820 mm (H) overall, all to be made of solid tekwood in natural lacquer finish. The bottom fitted with 4 Nos of 50mm dia swivel ball bearing casters (hepherd Brand "50 mm dia, noiseless type). with handle for arrangement pull/push.	Nos.	2		

Sno.	Description	Unit	Qty	Rate (in Rs.)	Amount
29	Supply, Installation, Testing & Commissioning of 24-wt LED Lighting ceiling recess light 1200 mm X 160 mm LED make everlite 28 lumens per watt color of LED is 4000K with constant current LED driver up to 36 watt. Made with CRCA sheet with mat finish white powder coating rapid beam angle 120 degree power factor 0.9 dimable diver CRI 80. (Make wipro, philips, havells or equivalent in addition to everlite)	Nos.	275		
	Or				
30	Providing & fixing of LED light 20/24 watt in existing light fitting (Make wipro, philips, havells or equivalent in addition to everlite)	Nos.	275		
	TOTAL				
	GST (as applicable)				
	GRAND TOTAL				