



Guwahati Biotech Park

Technology Incubation Centre, Amingaon,

Guwahati-781031

www.guwahatibiotechpark.com

GBP/8.1.3/2023-24/5661

DATED 2.3.2024

NOTICE FOR INVITING QUOTATION

Sealed quotations are invited from the registered firms/authorized dealers/ intending supplier for supply, erection and commissioning of office furniture at Guwahati Biotech park as per specification given in Annexure I. The bidder can submit quotation category wise of the mentioned items. Details may be collected from the Administrative Department of Guwahati Biotech Park or may be downloaded from the official website www.guwahatibiotechpark.com under Business/Tender section. Last date for submission of quotation is 9.3.2024 at 2 pm.

Sd/-
Chief Executive Officer
Guwahati Biotech Park

TECHNICAL SPECIFICATIONS OF THE ITEMS

SL. NO.	DESCRIPTION OF ITEMS	QUANTITY
1.	Training Chair with Tablet Make: Nilkamal Dimensions (In Centimeters): H 31 x W 23 x D 24 Color: Black <u>Features:</u> <ul style="list-style-type: none"> • Mesh upholstered on Tubular back frame • Upholstered seat cushion with molded PU foam and Bent wood • Fixed Height Arm Rest with integral skin polyurethane arm pad • Post-laminated commercial plywood with PVC edge band for writing pad • Pushback Mechanism with back tilt tension adjustment • Tubular cantilever frame assembly 	50
2	Virtue Study Chair with lumber support and hand rest Make: Godrej/geeken/featherlite/nilkamal or equivalent Dimensions (In Centimeters): W 70 x H 105.5 x D 70 Color: Black	20
3	4 door Bookcase Make: Godrej/geeken/featherlite/nilkamal or equivalent Dimensions (In Centimeters): W 91.4 x H 174.2 x D 32 Color: Black	2

Terms and Conditions

1. Quotations will have to be submitted in a Sealed Envelope and should reach the office of the Guwahati Biotech Park, Technology Incubation Centre, Amingaon, Guwahati-781031 on or before 9.3.2024 at 2 pm and will be opened on the same day at 2.30 pm.
 2. Late or delayed quotation will not be accepted.
 3. Rates quoted should be on Door Delivery Guwahati Biotech Park Basis as per the format in **Annexure IV**.
 4. No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained at any stage.
 5. Quoted rates must be valid for 45 days from the date of submission of the quotation.
 6. Quotation to be submitted in the prescribed format (**Annexure IV**) along with bidder's information (**Annexure III**)
1. Warranty: As per company norms
 2. Delivery Time: 2 weeks from the date of issue of Purchase Order.
 3. Payment Terms: 100% payment shall be made within 2-3 weeks from the date of successful delivery and installation of the items.

Sd/-

Chief Executive Officer
Guwahati Biotech Park

GENERAL INFORMATION ABOUT THE BIDDER

To be filled & signed by the authorized signatory of the firm

1	a)	Name of Supplier / Firm / Company	
	b)	Name of contact person with details and mobile number	
2	Full Address		
3	E-mail address		
4	Date of establishment of the firm		
5	Status of the firm: (Proprietorship / partnership / company etc.) Attach photocopy of certificate		
6	Tender Fee Amount and Transaction Details:		
7	GSTN No. (Attach photocopy of certificate)		
8	PAN Number (Attach photocopy of certificate)		
9	Name and Address of the banker		
10	Technical details of the item		
Sl. No.	Items to be supplied	Technical details	
1			
2			
3			

(Use separate sheet, if the space is not sufficient)

Certified that

1. I / we have read the terms and conditions governing this work and hereby agree to abide by them.
2. The agency (or any of its members) has neither been blacklisted by any central or state government organizations in the last five years or any litigation pending with any of these departments or Courts of Law.
3. The information provided by us as above regarding the details of firms is correct and nothing has been concealed. In case of any information is found to be incorrect at later stage, our bids may be summarily rejected.

Name and signature of the authorized signatory
with seal of the firm / company

FINANCIAL BID

Name and address of the firm:

SL.No.	Items	Make and Model	Price per Unit in Rs.	Taxes (Including all @ ... %)	Price per unit in Rs (including all taxes)
1	Training Chair with Tablet				
2	Virtue Study Chair with lumber support and hand rest				
3	4 door Bookcase				

Name and signature of the authorized signatory
with seal of the firm / company