



**Tender
for
Supply of 02 Sofa sets to NABARD Regional Office, Jaipur**



**Department of Premises, Security and Procurement
NABARD, Rajasthan Regional Office
3, Nehru Place, Tonk Road, Jaipur – 302015
Contact no - 0141 - 2742869
dpsp.jaipur@nabard.org**

Date of issue of tender document	29 January 2018
Due date and time for submission of tender	3.00 PM , 22 February 2018
Date and time of opening bids	3.30 PM, 22 February 2018



Notice for inviting tender for supply of 02 Sofa sets to NABARD Regional Office, Rajasthan

**Ref no. NB.DPSP.RRO/
29 January 2018**

/CGM – Sofa sets /2017 – 18

M/s

Dear Sirs,

Notice for inviting tender for supply of 02 Sofa sets to NABARD Regional Office, 03 Nehru Place, Tonk Road, Rajasthan

1. National Bank for Agriculture and Rural Development invites tender for supply of supply of 02 Sofa sets to NABARD Regional Office, Rajasthan of Godrej brand from dealers in Jaipur.
2. You are requested to submit your offer in sealed envelope for the aforesaid work as per details specifications and other requirement as mentioned in the annexure – 1 as format of sealed quotation.
3. This NIT can be downloaded from our website at <https://www.nabard.org/Tenders.aspx>. The document will be available on the website, till date of submission.
4. The bidder shall deposit Earnest Money Deposit (EMD) amounting to ₹5800/- (Rs. Five Thousand Eight Hundred only) through Demand Draft, failing which the quotation shall be rejected. No interest shall be paid on the EMD submitted by the bidders. EMD of the unsuccessful bidders would be refunded within reasonable period of time.
5. The bid shall be submitted in a sealed envelope clearly labelled as Supply of 02 Sofa sets to NABARD Regional Office, 03 Nehru Place, Tonk Road, Rajasthan and Addressed to The Chief General Manager, National Bank for Agriculture and Rural Development, 3, Nehru Place, Tonk Road, Jaipur-302015.
6. The envelope super scribed with the name of tender should be dropped in the tender box located in the 3rd floor of the above office by 3.00 PM 22 February 2018 which will be opened on 3.30 PM on 22 February 2018. It must be noted that unsealed tenders and / or tenders not accompanied by EMD shall be rejected.
7. NABARD reserves the right to reject or accept any quotation without assigning any reason and NABARD's decision in all such matters shall be final and binding on all bidders.

8. The quotation shall not include any conditions whatsoever. In case any conditions are included in the tender, the same shall not be taken into consideration and the tender in such cases is liable to be rejected.
9. The agency must be registered and complying with all statutory requirements.
10. No advance will be given for the work and payment will only be made after receiving the goods in satisfactory condition.
11. Tenders received after the above time and date will not be accepted.
12. NABARD, Jaipur does not bind itself to accept the lowest or any tender and reserve the right to reject, negotiate any or all the tenders received and also to split the work without assigning any reason.
13. The tenders shall be valid for at least 06 months from the date of opening of the tenders.
14. Rates in the price bid must be quoted both in the words and figures and in case of discrepancy, rates quoted in words will prevail.
15. The tender should be signed on each page by the bidder or his duly authorized representative. Any overwriting, correction or cancellations should be duly authenticated with seal. Tender documents should be accompanied by a certified true copy of an absolute power of attorney in favor of signatory to the documents.
16. Any discrepancies, omissions, ambiguities or conflicts in contract document or any doubts as to its meaning should be brought to the notice of the bank. The bank will review these and where information sought is not clearly indicated or specific, will issue a clarifying bulletin to all bidders which will form part of the contract documents.

Yours faithfully,



Deputy General Manager



Form of Quotation

Date:

**The Chief General Manager,
National Bank for Agriculture and Rural Development
3, Nehru Place, Tonk Road,
Jaipur-302015**

Dear Sir,

Tender for supply of supply of 02 Sofa sets to NABARD Regional Office, Rajasthan

I/we, the undersigned have carefully gone through and clearly understood the work, specification and guidelines relating to the aforesaid work as specified in the document.

I/We hereby offer to execute the work/s specified in the said Tender within the time specified at the rates mentioned in the bid and in accordance in all respects of the tender with the specifications and instructions in writing referred to in the conditions of the tender, the articles of the agreement, special terms and conditions and in all other respects in accordance with such conditions so far as they may be applicable.

Memorandum:

1	Description of the works	Supply of 02 Sofa sets to NABARD Regional Office, Rajasthan
2	Estimated cost	Rs. 2.90 lakh
3	Earnest money	The agency shall pay as earnest money a sum of ₹ 5800/- by way of demand draft.
4	Period of contract	The completion period of the work is 01 months from the date of issuance of work order.
5	Retention Money Deposit	5% of value of accepted tender for total warranty period

I/We have submitted a sum of ₹ 5800/- as earnest money with the National Bank for Agriculture and Rural Development, which is not to bear any interest. Should I/We fail to execute the contract when called upon to do so, I/We hereby agree that this sum shall be fortified by me/us to the National Bank for Agriculture and Rural Development.



I/We further agree to complete the work within 01 month from the date of issuance of the work order by NABARD.

I/We agree not to employ Sub-Contractors other than those that may be approved by NABARD.
I/We agree to pay GST and any other tax levied by the government, as prevailing from time to time, on supply of items as laid out in Bill of Quantities including items of additional fitments as per requirement, for which the same are leviable and the rates quoted by me/us are inclusive of the same.

Our pan No. Is _____ (Copy of PAN to be attached)

Our Bankers are:

- (i)
- (ii)
- (iii)

The Names of partners of our firm are:

- (i)
- (ii)
- (iii)

Name of the partner of the firm authorised to sign

Or


Name of person having Power of Attorney too sign the contract

Yours Faithfully,

Signature of Authorised signatory

(Signature and address of witnesses)

Approved items of furniture

Sr.no.	Model no	Image of product
1	Aristocrat (Platinum Category)	



BILL OF QUANTITIES

Sr. No.	Description of items	Model and make number	Quantity	Rate per unit (Rs)	Total amount(Rs)
1	Sofa Set	Godrej Aristocrat (Platinum Category)	02		
	Total				
	Total in Words				

Note:

- 1. The above quoted rates shall be inclusive of all taxes, duties, levies , insurance installation properly handing over including provision of all necessary manpower, tool etc.**
- 2. It is in the interest of the bidders to understand the scope of work which includes transportation, Installation and handing over of supplied furniture items at NABARD Rajasthan Regional Office, 03, Nehru Palace, Tonk Road Jaipur, Rajasthan.**

Accepted all Terms and Conditions

Authorized Signatory

Place:

Date:

Seal and Sign of Bidder