

**DELHI URBAN SHELTER IMPROVEMENT BOARD  
GOVT. OF NCT OF DELHI  
(CARE-TAKING BRANCH)**

**Room No. E-18  
Vikas Kuteer, I.P Estate,  
NEW DELHI-110002**

**Dated 12/01/2016.**

F.No: I/36/2015-CTB / 0-09

Sub:- **SUBMISSION OF SEALED TENDERS FOR THE PROVIDING OF FIXTURE & FURNITURE ITEMS IN DUSIB, NEW DELHI.**

Delhi Urban Shelter Improvement Board proposes to call the tender from the reputed distributors, authorized agents or reputed agencies preferably having experience in providing of fixture and furniture items for DUSIB.

The detailed terms & conditions are contained in Tender form which can be downloaded from the website ([delhishelter.nic.in](http://delhishelter.nic.in)) on payment of Rs. 100/- . Amount of tender cost as well as Earnest Money should be deposited through **RTGS/NEFT in DUSIB A/c No. 3086234857** of Central Bank of India, DDA Slum & JJ Wing, Vikas Kuteer, ITO, New Delhi, **IFSC Code: CBIN0283525** in the name of DUSIB.

All intended bidders may submit their bids for Delhi Urban Shelter Improvement Board, New Delhi with relevant documents in accordance with the terms & conditions of the Tender Document.

The sealed tender should be submitted in the office of Dy. Director (GAD/CT) Room No. E-18, Punarwas Bhwan, I.P Estate, New Delhi **on or before 02/02/2016 up to 3:00 P.M.** The tender submitted by FAX or email or after the time & date mentioned above will not be accepted. Delhi Urban Shelter Improvement Board reserves the right to reject one or all bids without assigning any reason.

Specification of item enclosed.

Date of receiving the Tender on or before 02/02/2016 up to 3:00 P.M.

Date of opening of Tender :- 02/02/2016 at 4:00 P.M.

✓ Dy. Director (System) with the request to display the Tender on DUSIB Website.

Yours faithfully,

  
DEPUTY DIRECTOR(GAD/CT)

S.No	Description	Unit	Rate
1.	<b>CONFERENCE TABLE :</b> Supply of catalogue designed wooden conference Table (Capsule / Oval / Rectangular / Square shape) as desired made of commercial board (ISI Make water proof) teak wood beeding/ design moulding on all edges 4.00mm thick teak veneer / 1.00mm thick sunmica of approved quality, colour and shade fixed on all outer surfaces i.e. top, sides and legs etc. and the top, sides and legs will be of extra thickness with double layered of additional 19mm thick commercial board and finished with teak wood design/half round beeding, having with fine quality lacquer/melamine polish in desired colour and shade ( as per drawing ) <b>(The Top will be measured for Payment Purpose)</b> Size : 24'-0" X 4'-0"	Per Sqft	
2.	<b>EXECUTIVE REVOLVING CHAIR (High back)</b> Supply of Ex. Revolving Chair <b>(High Back)</b> as per sample app. Having tiling mechanism with locking arrangement and Gas lift, Hydraulic Cylinder and Wheel with 5 casters Roller wheel upholstered in superior quality cloth/ leather foam having modular Arms and base, duly powder coated/ chrome plated in desired colour & shade (as per sample approved). <b>(a)With Arms</b>	Each	
3.	<b>EXECUTIVE REVOLVING CHAIR (Medium Back)</b> Supply of Ex. Revolving Chair <b>(Medium Back)</b> as per sample app. Having tiling mechanism with locking arrangement and Gas lift, Hydraulic Cylinder and Wheel with 5 casters Roller wheel upholstered in superior quality cloth/ leather foam having modular Arms and base, duly powder coated/ chrome plated in desired colour & shade (as per sample approved). <b>(a)With Arms</b>	Each	

**DELHI URBAN SHELTER IMPROVEMENT BOARD**

# **TENDER**

**FOR**

**PROVIDING OF**

***FIXTURE & FURNITURE ITEMS***

**IN**

**DUSIB, NEW DELHI  
PUNARWAS BHAWAN, I.P ESTATE,  
NEW DELHI-110002  
Website: [delhishelter.nic.in](http://delhishelter.nic.in)**

**TERMS & CONDITION**

1. **Earnest money amounting to Rs. 8,750/-** in the form of Demand Draft issued by Bank in favour Delhi Urban Shelter Improvement Board payable at New Delhi and Draft shall be attached with tender.
2. The **Financial bid** be submitted in Envelope.
3. The bid should be submitted in a envelope on which the words “**Tender for the Providing of fixture and furniture items**” should be super scribed on the top of the left corner of the envelope which should also show the name and address of the bidder.
4. Successful bidder shall **execute an** agreement for the due performance of the contract on non-judicial stamp paper worth Rs. 100/- within 30 days of the receipt of the supply order.
5. EMD to the unsuccessful bidder will be refunded after finalization of the contract and of successful bidder on execution of agreement and deposit of security money.
6. Competitive rates exclusive of taxes on items manufactured by reputed agencies quoted in tender should be valid of one year from the date of acceptance of bid.
7. Items quoted by the firms should be strictly as per specifications.
8. The supplies shall be executed at the time and in the manner prescribed by the indention officer. Any contravention thereof shall be deemed as a breach of contract and penalties as prescribed by the Director (Administration), DUSIB New Delhi may be imposed.
9. The rates shall be operative for one year from the date of award of contract.
10. The Member(Administration), DUSIB will have the right to reject any or all the bids without assigning any reason.
11. The supply of the fixture and furniture items shall be made for, Delhi Urban Shelter Improvement Board Stores, Vikas Kuteer, I.P Estate New Delhi.
12. The payment will be through RTGS for which authorization letter is placed at Annexure-A.
13. Bids received without Earnest money, conditional or incomplete having cuttings or overwriting is liable to be rejected.
14. The supplies received, if not found as per specification of tendered items, are liable to be rejected.
15. In case the suppliers fails in making the supply in a given time and place the DUSIB shall have the right to purchase the same from the other source at the risk and cost of supplier and the earnest money shall be forfeited.
16. The Member(Administration), Delhi Urban Shelter Improvement Board will be legally competent to cancel the contract of supply and also to take any other action against the supplier including imposing of any penalty on the supplier during pendency and till the final execution of the contract of the supply, in case the supplier is ever found to have committed any fraud against DUSIB in supplying the material or indulge in any other malpractice's thereof causing any financial losses during contract period.
17. The Member(Administration), Delhi Urban Shelter Improvement Board have the right of awarding the work to one supplier or different suppliers for the supplying of fixture & furniture items.
18. The Member(Administration), Delhi Urban Shelter Improvement Board will have the right to forfeit the earnest money, if the terms & conditions of the agreement are not adhered to by the supplier/breach of contract.

19. In case any dispute arises in regard to the tender, the decision of the Member(Administration), Delhi Urban Shelter Improvement Board will be final and binding.
20. The tender form can also be downloaded from the website (delhishelter.nic.in).

**(SIGNATURE OF THE BIDDER)**  
with address and

**DECLARATION**

1. I have read the terms & conditions mentioned in the tender document and undertake to abide the same during the contractual period.
2. The information given in the technical bid by the undersigned is correct.
3. I/We agree to abide by the terms and conditions of the tender attached with the form.

Signature of the Tenderer \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone No.(Office) \_\_\_\_\_

(Res.) \_\_\_\_\_

(Mobile) \_\_\_\_\_

AUTHORIZATION LETTER

Payee's Particulars	Name of payee as in bank account	
	Address	
	Telephone/fax Number with STD code	
Bank Details	Name of the bank	
	Bank branch (full address & Telephone number)	
	Bank Account number	
	Mode of electronic Transfer Available	
	RTGS NIFD Any other	
	IFSC Code	
	MICR Code	

Signature\_\_\_\_\_

(Owner of the Firm/individual)

Name\_\_\_\_\_

Account number has been verified by

**DELHI URBAN SHELTER IMPROVEMENT BOARD  
GOVT. OF NCT OF DELHI  
(CARE-TAKING BRANCH)**

**TERMS AND CONDITIONS FOR THE REPAIRING OF FIXTURE &  
FURNITURE ITEMS IN DUSIB**

**FINANCIAL BID FORM**

(To be submitted in a separate envelope)

1. Name of Firm/Agency .....
2. Name of the Proprietor/Partner .....
3. Address of the firm .....
4. Telephone/Fax No. email ID .....

I/We hereby submit my/our rates (exclusive of all taxes) for supply/providing of under mentioned fixture & furniture items for Delhi Urban Shelter Improvement Board Store, New Delhi:-

S.No	Description	Unit	Rate
1.	<b>CONFERENCE TABLE :</b> Supply of catalogue designed wooden conferenced Table (Capsule / Oval / Rectangular / Square shape) as desired made of commercial board (ISI Make water proof) teak wood beeding/ design moulding on all edges 4.00mm thick teak veneer / 1.00mm thick sunmica of approved quality, colour and shade fixed on all outer surfaces i.e. top, sides and legs etc. and the top, sides and legs will be of extra thickness with double layered of additional 19mm thick commercial board and finished with teak wood design/half round beeding, having with fine quality lacquer/melamine polish in desired colour and shade ( as per drawing ) <b>(The Top will be measured for Payment Purpose)</b> Size : 24’-0” X 4-0”	Per Sqft	
2.	<b>EXECUTIVE REVOLVING CHAIR (High back)</b> Supply of Ex. Revolving Chair <b>(High Back)</b> as per sample app. Having tiling mechanism with locking arrangement and Gas lift, Hydraulic Cylinder and Wheel with 5 casters Roller wheel upholstered in superior quality cloth/ leather foam having modular Arms and base, duly powder coated/ chrome plated in desired colour & shade (as per sample approved). <b>(a)With Arms</b>	Each	

3.	<b>EXECUTIVE REVOLVING CHAIR (Medium Back)</b> Supply of Ex. Revolving Chair <b>(Medium Back)</b> as per sample app. Having tilting mechanism with locking arrangement and Gas lift, Hydraulic Cylinder and Wheel with 5 casters Roller wheel upholstered in superior quality cloth/ leather foam having modular Arms and base, duly powder coated/ chrome plated in desired colour & shade (as per sample approved). <b>(a)With Arms</b>	Each.	
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**(SIGNATURE OF THE TENDERER)**

With seal



## DECLARATION

The rates quoted are exclusive of all taxes and for DUSIB store, New Delhi.

The information given in the financial bid by the undersigned are correct.

I/we hereby undertake to execute the supply as supply order within seven days on receipt of supply order during the period of one year on the quoted rates for DUSIB Store, New Delhi.

Signature of the Tenderer \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone No. (Office) \_\_\_\_\_

(Res.) \_\_\_\_\_

(Mobile) \_\_\_\_\_