राष्ट्रीय अंटार्कटिक एवं
समुद्री अनुसंधान केन्द्र
पृथ्वी विज्ञान मंत्रालय
भारत सरकार)
हेड लैण्ड सडा, वास्को डा गामा
गोवा- ४०३ ८०४ भारत

NATIONAL CENTRE FOR
ANTARCTIC & OCEAN RESEARCH
Ministry of Earth Sciences
Government of India)
Headland Sada, Vasco da Gama
Goa - 403 804 - INDIA

Tel/Fax No.: 0091 0832 2525573
Email: procurement@ncaor.gov.in

(प्रापण विभाग)

INDIGENOUS ENQUIRY

Ref. No.:	**PR-1473**
Date:	**27.03.2018**
Due Date:	**24.04.2018**

M/s.

Dear Sirs,

You are requested to send your offer in your official letter head (to be quoted in the price bid format as at Annexure-II) on F.O.R NCAOR, Vasco-Da-Gama basis for the following items as per the terms and conditions mentioned in Annexure-I.

SR. NO.	ITEM DESCRIPTION	QUANTITY
	Supply & Installation of Modular Furniture Model as offered with the specification as below:	
1	Providing and placing 50 mm thick 1190 mm high panels in Spacio+ system (For Room no. 114) Providing and placing 50 mm thick 886 mm high panels in Spacio+ system (For Room no. 112) of Size Size -(T module) (1500W1 X450D1 X 1350W2 X 600D2) - 6 nos Size - (1500W1 X 1800W2 X 600D) - 1nos (Standalone) with combination of fabric magnetic, white board tiles, Fabric Tackable above work surface, metal tile below work surface, intermediate raceway below worktop and skirting. Along the Depth Side panel on Aisle Side. Pentagonal Work surface – Providing 25 mm thick pre laminated rectangular worktop with PVC Lipping The frame comprises of 2 verticals uprights (1.5mm thk CRCA MS grade D formed into C channel of 41.5 x 50mm) and top horizontal tube (1.2mm thk MS tube of 38.1x 25.4mm) which are welded together. Frame is powder coated and has pitch of 25.4mm on uprights for mounting of brackets. To provide SS levelers to adjust the level difference of floor. Slots provided in frames on verticals as well as horizantals to carry wires horizontally & vertically. Frames are fitted with flat trim of 69mm x 10.5mm, with average wall thickness of 1mm. These are made up of Powder coated aluminum alloy (of grade He-9 - 63400) extrusions. To be provided on all exposed edges & open joinery on 2 way 90 deg & 3 way 90. Worktop made up of 25mm thick pre laminated particle board with PVC lipping. 25 mm thk. Prelaminated particle board (as per IS:12823) with approved laminate externally and balancing laminate on bottom surface , cut to size & shape as per design & drawings. Edges to be fixed with 2 mm thk PVC edge lipping of approved make & matching to laminate, which is glued with hotmelt EVA glue. All worktops to be mounted on 2mm thk MS brackets which	7 Nos

	are powder coated. Tile with combination of Fabric Magnetic 0.6mm thk GI sheet metal tiles, which are fabric upholstered & White board above the Work surface and Metal tile 0.6mm thk. powder coated metal tile in M.S. CRCA Grade D as per IS:513-1994 below the worksurface. Providing Raceway below/ above the worktop along spine and bottom Skirting. Metal finish to be in epoxy polyster power coated with 40 to 50 microns. Support member of Gable End below worktop of Prelam Particle board of 25mm thich with PVC lipping.	
2	Linea Table -1050 x 600 PROVIDING & PLACING 25 MM THK. PRE LAMINATED RECTANGULAR WORK SURFACE WITH PVC LIPPING, AT WORK TOP HEIGHT 750MM, HAVING UNDERSTRUCTURE IN LINEA SYSTEM COMPRISING OF M.S. POWDER COATED LEGS, CROSS CONNECTORS, TO MAIN TABLE of size 1050 x 600 LEG ASSEMBLY: The main legs used in the entire system are fabricated by CO2 welded MS tube of section 50.8mm x 50.8mm x 1.2mm thick (as per IS: 7138 ERW). This shall be powder coated with average 50 to 60 micron thickness of epoxy powder coating, as per approved shade. This shall be connected to the cross members & to the work surface with screws. CROSS CONNECTORS: These are the supporting members which span across the leg assemblies and form the understructure of workstation. These shall be fabricated by CO2 welded MS tube of section 50.8mm x 50.8mm x 1.2mm thick (as per IS: 7138 ERW) with two 100 x 55 x 5mm L-shaped connector brackets (IS: 2062 5mm HR) on either ends, which will have countersunk holes and oblong slots (2nos each). SPACERS: These spacers are used to give the floating effect of worktop. This shall maintain a gap of 20mm between the understructure and the worktop, connected from bottom. These shall be plastic molded with nylon-6.	2 Nos
3	NOVA TOP SUPPORTING PEDESTAL WITH FLAT METAL FRONT OF SIZE 390W X 435 D X 720 HT, CENTRAL LOCKING. The construction & Material used shall be welded assembled, 0.6 mm thick CRCA for body shell, drawer front & tray, front side stiffener, rear aide stiffener and 1.2 mm thick CRCA Top stiffener & Bottom stiffener. The drawer fronts shall be metal front straight edge. Locking shall be 10 lever cam lock & Central RH locking with actuator & lock channel mechanism for box-box-file Pedestal. The top panel shall be metal straight edge top. Plastic M8 Leveler mounted below body shell for top supporting pedestal. Partition in drawer shall be 1 no. Partition in box drawers with lock mounted. Finish shall be epoxy polyester powder coated to the thickness of 50 microns. Application shall be suitable for pushing below work surface which has got a clear height of 725 mm from below. For drawer pulling side wise tapered recess provided in shell behind drawer fronts.	1 No
4	PROVIDING & PLACING OF -NOVA FREESTANDING METAL PEDESTAL Overall Dimensions of Free Standing Ped With Castors - 390mm(W)x435mm(D)x646mm(H) , 3DR = 2 BOX + 1 FILE, CENTRAL LOCKING. The construction & Material used shall be welded assembled, 0.6 mm thick CRCA for body shell, drawer front & tray, front side stiffener, rear aide stiffener and 1.2 mm thick CRCA Top stiffener & Bottom stiffener. The drawer fronts shall be metal front straight edge. Locking shall be 10 lever cam lock & Central RH locking with actuator & lock channel mechanism for box-box-file Pedestal. The top panel shall be metal straight edge top. Castor should be swiveling non - lockable castors mounted below the body shell for free standing full height mobile pedestal and M8 Leveling stud for free standing pedestal . The anti-tipping mechanism shall have fifth roller arrangement mounted below	6 Nos

	file drawer to avoid toppling of unit when file drawer is pulled out . Partition in drawer shall be 1 no. Partition in box drawers with lock mounted. Finish shall be epoxy polyester powder coated to the thickness of 50 microns. Application shall be suitable for pushing below work surface which has got a clear height of 725 mm from below. For drawer pulling side wise tapered recess provided in shell behind drawer fronts.	
5	Metal KBPT	7 Nos
6	Metal CPU Trolley	7 Nos
7	Over Head Storage Unit	
A	Store Up Total Size: 3900w (900 *4 + 300*1) x 326D x 785H	1 No
B	Store Up Total Size: 2100w (600 *3 + 300*1) x 326D x 785H	1 No
C	Store Up Total Size: Straight Length(3150w (600 *4 + 300*1 + 450*1) x 326D x 785H) + Corner Unit L Shape (600w*300w))	1 No
8	Full Height Storage (GAIN 2) With OHU Total Size (Including OHU): 2670H x 2300W x 500D	2 Nos
	Drawing as per Annexure-III	

Your offer should contain the following information:

1. Terms of Price: To be quoted as per price bid format at Annexure -II.
2. Validity period of quotation: 90 days from due date.
3. Delivery within 30 days, please indicate delivery date.
4. Mode of Dispatch: Door delivery to NCAOR, Vasco-Da-Gama, Goa.
5. 'C' / 'D' form is not available; Copy of Registration certificate for GST and PAN card to be provided.
6. Specify Brand/Make Model of the quoted item (Catalogue, brochures & leaflets etc. of the quoted item to be enclosed)
7. Warranty: One year

Yours faithfully
Sd/-

Joint Manager (Procurement & Stores)
For and on behalf of Director, NCAOR

ANNEXURE- I

PURCHASE ENQUIRY – GENERAL TERMS AND CONDITIONS

1. This quotation and any order resulting from this Enquiry shall be governed by Terms and Conditions mentioned in this enquiry.
2. Where counter terms and conditions of business have been offered by this supplier, we shall not be deemed to be governed by these unless our specific written/ acceptance thereof has been given.
3. No conditions and terms notice of which has not been given by the Supplier while submitting quotation will be considered by us if put forward in subsequent correspondence.
4. **Quotation:** Quotation should be submitted in single bid in a sealed envelope super scribed with Enquiry Number and Due Date and the same must reach our office on or before the Due Date. Quotations should preferably be typed and without any corrections and over writings.
5. **Specifications:** Materials should be offered strictly conforming to our specification. The deviation in specification if any should be clearly indicated by the supplier in his quotation. The supplier should also indicate make/type No. of the materials offered. Vague terms such as Best Indian, Best Indigenous. Imported Make should not be used.
6. The rate quoted against each should be in units stated in the Enquiry. Where quotations are in terms of units other than those specified, relationship between the two sets of units must be furnished.
7. **Samples:** Samples where asked for shall be submitted, free of all charges and should reach us before the Due Date of the Enquiry. Sample must be carefully packed and labeled clearly with enquiry No. & due date. We shall not be responsible in any way for the loss or damage of samples due to any reasons whatsoever. In the event of the non-acceptance of offer, supplier will have to remove the samples at his own expenses.
8. **Terms of prices:** Quotation should be submitted on F.O.R. Vasco or F.O.R. Destination price including transit Insurance. Preference will be given to such quotations. For quotations Ex-Works, Ex-godown/F.O.R. Dispatching Station, the approximate packing, forwarding & freight should be indicated by the supplier. Quotations from Local Suppliers should be delivered at our stores.
9. **Validity:** The quotation should remain valid for a minimum period of 90 days from the Due Date of the Enquiry.
10. **Sales Tax: NCAOR is not entitled to issued Form C or D.** No Sales Tax or any other tax shall be payable by us unless payment of the same is specifically mentioned by the suppliers in their quotation and same is legally leviable.
11. **NCAOR is exempted from payment of Custom duty as per Government notification.**
12. **Duties / Taxes**: Approximate percentage to be charged should be clearly mentioned in the quotation.
13. **Insurance:** The supplier will be responsible for and should cover the insurance for all transit risks if the terms of prices are F.O.R. Vasco or F.O.R. Destination unless otherwise stated specifically by the supplier in his quotation.
14. **Delivery:** Preference will be given to Ex-Stock offers Suppliers submitting quotation on forward delivery basis must indicate earliest firm delivery date by which the materials will be dispatched by them from the date of receipt of order. Offer such as “Ex-stock Subject to prior Sale” or “Delivery at the earliest” may not be entertained.
15. **Inspection:** Material on its arrival at our site will be inspected by our Inspection Department and their decision in the matter will be considered final and binding on the Supplier.
16. **Payment:** Payment for accepted quantity will be made as agreed to while placing order. Discount, Rebate, if any, for early Payment should be clearly stated.
17. Director NCAOR reserves the right to reject any or all the offers received or to accept any offer wholly or in a part of order of a lesser quantity without assigning any reason. The tenders shall be bounded to execute such an order.
18. In case the supplier does not deliver the goods according to the delivery schedule, he will be liable to pay 0.5% of the value of the goods not delivered according to schedule, as liquidated damages for delay of week or party thereof subject to maximum 5% of the value of goods not delivered, without prejudice to the right of NCAOR
19. In case an order placed by the NCAOR based on the quotation submitted by the supplier is not executed by him, the NCAOR may buy the ordered goods from elsewhere and recover, the additional amount if may have to spend in procuring the stores plus 10% to cover the incidental expenses.
20. All disputes arising in connection with executing the purchase order will be subject to the Jurisdiction of the Courts in Goa only.
21. Tender will be opened on 25-04-2018 at NCAOR,GOA in presence of tenderer or his representative (if any)

Sd/-

Joint Manager (Procurement & Stores)
For and on behalf of Director, NCAOR

Tender No.:_____

ANNEXURE- II

PRICE BID FORMAT

- **To be quoted in the following format only on F.O.R, NCAOR, Vasco Da Gama, Goa Basis.**

Sr. No.	Item Description & Specifications	Quantity	Unit rate Quoted in INR (after offering maximum discount)	Total (Col.1x Col.2)	GST Amount & % applied	Total Quoted Amount in INR (should not be more than MRP) (Col.3 + Col.4)
		(Col. 1)	(Col.2)	(Col.3)	(Col.4)	(Col.5)
	Supply & Installation of Modular Furniture Model as offered with the specification as below:					
1	Providing and placing 50 mm thick 1190 mm high panels in Spacio+ system (For Room no. 114) Providing and placing 50 mm thick 886 mm high panels in Spacio+ system (For Room no. 112) of Size Size -(T module) (1500W1 X450D1 X 1350W2 X 600D2) - 6 nos Size - (1500W1 X 1800W2 X 600D) - 1nos (Standalone) with combination of fabric magnetic, white board tiles, Fabric Tackable above work surface, metal tile below work surface, intermediate raceway below worktop and skirting. Along the Depth Side panel on Aisle Side. Pentagonal Worksurface – Providing 25 mm thick pre laminated rectangular worktop with PVC Lipping The frame comprises of 2 verticals uprights (1.5mm thk CRCA MS grade D formed into C channel of 41.5 x 50mm) and top horizontal tube (1.2mm thk MS tube of 38.1x 25.4mm) which are welded together. Frame is powder coated and has pitch of 25.4mm on uprights for mounting of brackets. To provide SS levelers to adjust the level difference of floor. Slots provided in frames on verticals as well as horizantals to carry wires horizontally & vertically. Frames are fitted with flat trim of 69mm x 10.5mm, with average wall thickness of 1mm. These are made up of Powder coated alluminium alloy (of grade He-9 - 63400) extrusions. To be provided on all exposed edges & open joinery on 2 way 90 deg & 3 way 90. Worktop	7 Nos				

	made up of 25mm thick pre laminated particle board with PVC lipping. 25 mm thk. Prelaminated particle board (as per IS: 12823) with approved laminate externaly and balancing laminate on bottom surface, cut to size & shape as per design & drawings. Edges to be fixed with 2 mm thk PVC edge lipping of approved make & matching to laminate, which is glued with hotmelt EVA glue. All worktops to be mounted on 2mm thk MS brackets which are powder coated. Tile with combination of Fabric Magnetic 0.6mm thk GI sheet metal tiles, which are fabric upholstered & White board above the Work surface and Metal tile 0.6mm thk. powder coated metal tile in M.S. CRCA Grade D as per IS:513-1994 below the work surface. Providing Raceway below/ above the worktop along spine and bottom Skirting. Metal finish to be in epoxy polyster power coated with 40 to 50 microns. Support member of Gable End below worktop of Prelam Particle board of 25mm thich with PVC lipping.					
2	Linea Table -1050 x 600 PROVIDING & PLACING 25 MM THK. PRE LAMINATED RECTANGULAR WORK SURFACE WITH PVC LIPPING, AT WORK TOP HEIGHT 750MM, HAVING UNDERSTRUCTURE IN LINEA SYSTEM COMPRISING OF M.S. POWDER COATED LEGS, CROSS CONNECTORS, TO MAIN TABLE of size 1050 x 600 LEG ASSEMBLY: The main legs used in the entire system are fabricated by CO2 welded MS tube of section 50.8mm x 50.8mm x 1.2mm thick (as per IS: 7138 ERW). This shall be powder coated with average 50 to 60 micron thickness of epoxy powder coating, as per approved shade. This shall be connected to the cross members & to the work surface with screws. CROSS CONNECTORS: These are the supporting members which span across the leg assemblies and form the understructure of workstation. These shall be fabricated by CO2 welded MS tube of section 50.8mm x 50.8mm x 1.2mm thick (as per IS: 7138 ERW) with two 100 x 55 x 5mm L-shaped connector brackets (IS: 2062 5mm HR) on either ends, which	2 Nos				

	will have countersunk holes and oblong slots (2nos each). SPACERS: These spacers are used to give the floating effect of worktop. This shall maintain a gap of 20mm between the understructure and the worktop, connected from bottom. These shall be plastic molded with nylon-6.					
3	NOVA TOP SUPPORTING PEDESTAL WITH FLAT METAL FRONT OF SIZE 390W X 435 D X 720 HT, CENTRAL LOCKING. The construction & Material used shall be welded assembled, 0.6 mm thick CRCA for body shell, drawer front & tray, front side stiffener, rear aide stiffener and 1.2 mm thick CRCA Top stiffener & Bottom stoffener . The drawer fronts shall be metal front straight edge. Locking shall be 10 lever cam lock & Central RH locking with actuator & lock channel mechanism for box-box-file Pedestal. The top panel shall be metal straight edge top. Plastic M8 Leveler mounted below body shell for top supporting pedestal. Partition in drawer shall be 1 no. Partition in box drawers with lock mounted. Finish shall be epoxy polyester powder coated to the thickness of 50 microns. Application shall be suitable for pushing below work surface which has got a clear height of 725 mm from below. For drawer pulling side wise tapered recess provided in shell behind drawer fronts.	1 No				
4	PROVIDING & PLACING OF -NOVA FREESTANDING METAL PEDESTAL Overall Dimensions of Free Standing Ped With Castors - 390mm(W)x435mm(D)x646mm(H) , 3DR = 2 BOX + 1 FILE, CENTRAL LOCKING. The construction & Material used shall be welded assembled, 0.6 mm thick CRCA for body shell, drawer front & tray, front side stiffener, rear aide stiffener and 1.2 mm thick CRCA Top stiffener & Bottom stoffener. The drawer fronts shall be metal front straight edge. Locking shall be 10 lever cam lock & Central RH locking with actuator & lock channel mechanism for box-box-file Pedestal. The top panel shall be metal straight edge top. Castor should be swiveling non - lockable castors mounted below	6 Nos				

	the body shell for free standing full height mobile pedestal and M8 Leveling stud for free standing pedestal . The anti-tipping mechanism shall have fifth roller arrangement mounted below file drawer to avoid toppling of unit when file drawer is pulled out. Partition in drawer shall be 1 no. Partition in box drawers with lock mounted. Finish shall be epoxy polyester powder coated to the thickness of 50 microns. Application shall be suitable for pushing below work surface which has got a clear height of 725 mm from below. For drawer pulling side wise tapered recess provided in shell behind drawer fronts.					
5	Metal KBPT	7 Nos				
6	Metal CPU Trolley	7 Nos				
7	Over Head Storage Unit					
A	Store Up Total Size: 3900w (900 *4 + 300*1) x 326D x 785H	1 No				
B	Store Up Total Size: 2100w (600 *3 + 300*1) x 326D x 785H	1 No				
C	Store Up Total Size: Straight Length(3150w (600 *4 + 300*1 + 450*1) x 326D x 785H) + Corner Unit L Shape (600w*300w))	1 No				
8	Full Height Storage (GAIN 2) With OHU Total Size (Including OHU): 2670H x 2300W x 500D	2 Nos				

- **GSTN:**_____

1. **Validity: 90 days from the due date of tender.**
2. **Delivery by:** _____

Signature:

Designation:

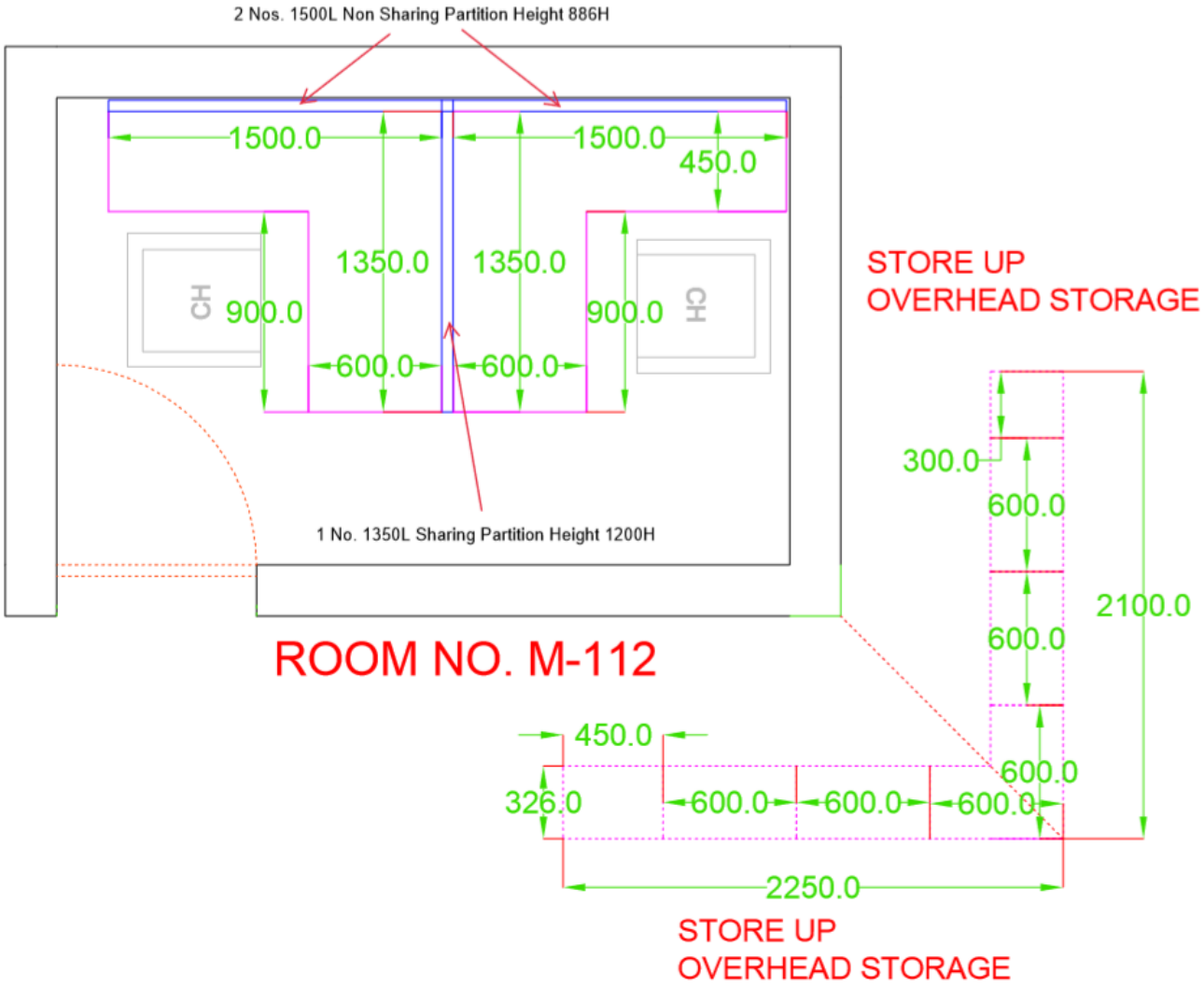
Bidders Name with address & Seal:

Phone No.:

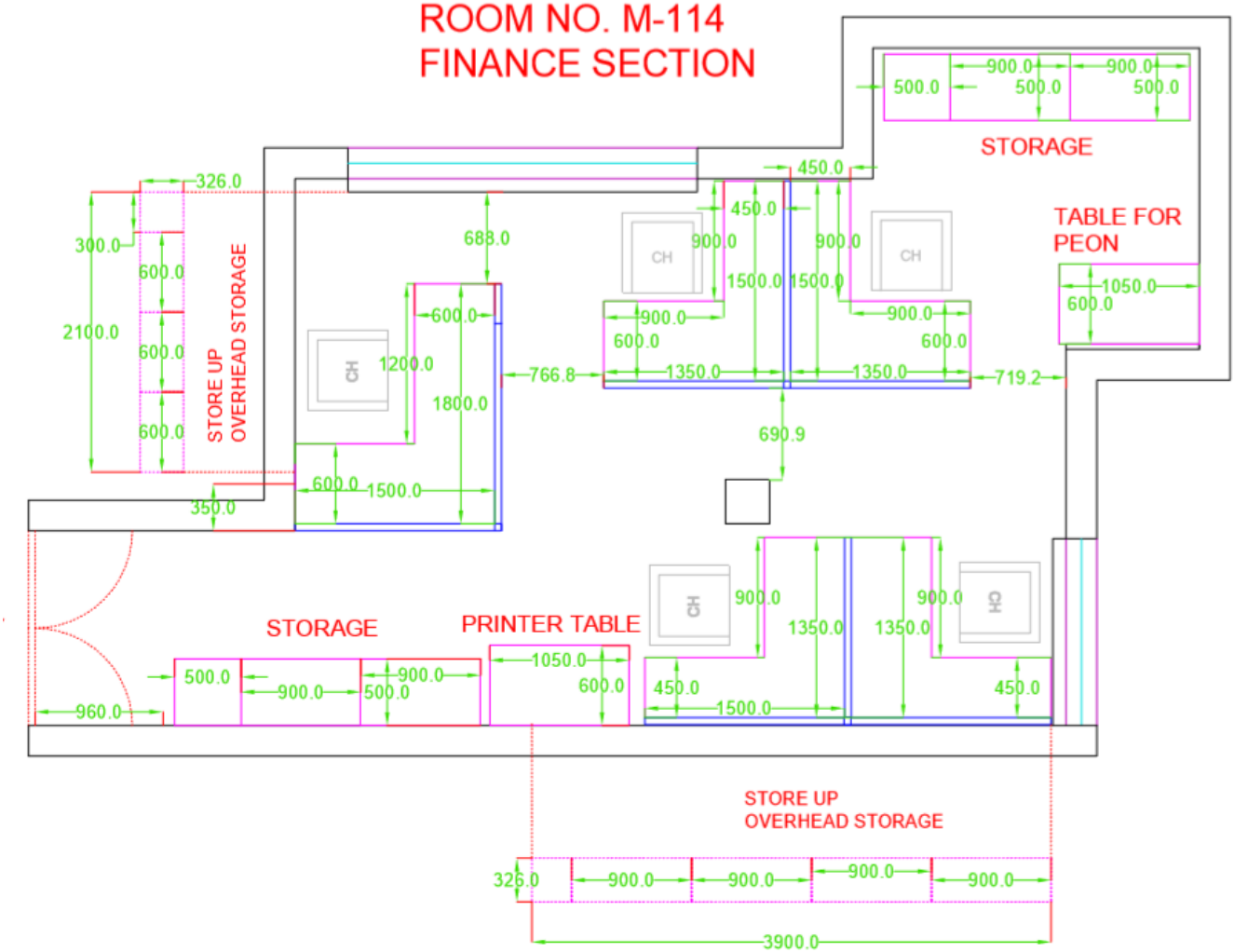
Email Address:

Date:-

Annexure-III



ROOM NO. M-114
FINANCE SECTION



OPTION -1 (Revised 15.03.18)