

# NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

DEPARTMENT OF CSAB 2024

POST SRINIVASNAGAR, MANGALORE – 575 025 (D K)

Phone: (0824) 2473072.

Phone:(0824) 2474081

E- mail: office.csab2024@nitk.edu.in

Website: <http://www.nitk.ac.in>



## NOTICE INVITING QUOTATION

Notification. No: **001/CSAB/NITK/2023-24**

dated: 20-02-2024

<b>Name of Goods</b>	<b>Office Table</b>
<b>Estimated Amount:</b>	<b>₹ 75,000/- (Rupees Seventy five thousand only)</b>
<b>Time for Supply of item after release of Purchase order</b>	<b>15 days</b>
<b>Document Download / Sale Start Date</b>	<b>22/02/2024, 05.00 pm</b>
<b>Clarification Start Date</b>	<b>22/02/2024, 05.00 pm</b>
<b>Clarification End Date</b>	<b>02/03/2024, 05.00 pm</b>
<b>Bid Submission Start Date</b>	<b>22/02/2024, 05.00 pm</b>
<b>Last Date for submission of bids</b>	<b>06/03/2024, before 3.00 pm</b>
<b>Bid Opening Date</b>	<b>07/03/2024, 05.00 pm</b>
<b>Address for Submission of bids</b>	<b>Dr.G N Kumar ,Faculty incharge Purchase (Buyer) gnkumar33@nitk.edu.in</b>



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**NOTICE INVITING QUOTATION (NIQ)**

The National Institute of Technology Karnataka, Surathkal (in short – NITK, Surathkal) is an Institute Of National Importance Under Ministry of Education Govt of India, imparting Technical Education and engaged in Research Activities. It is proposed to procure the items for the departmental academic/research activities.

Sealed Quotations as per the Price Schedule given in this NIQ are invited for the following items subject to the terms and conditions, from the reputed manufacturers or its authorised dealers so as to reach on or before scheduled date and time. The quotations in the firm's Business letter head should be address to the "Director, NITK, Surathkal". The envelope shall be superscribed with the Quotation Notification Number and the Name of the Goods for which quotation is submitted.

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**Sd/-**

**Vice Chairman CSAB 2024**

Note: Institute shall not be responsible for any postal delay about non-receipt /non-delivery of the bids or due to wrong addressee.

**SECTION-1**  
**Terms and Conditions**

1. The rates should be quoted for preferably FOR destination from supply within India.
2. The bidder shall indicate the excise duty exemption for the goods if applicable.
3. The rate quoted should be on unit basis. Taxes and other charges should be quoted separately, considering exemptions if any. The rate should be quoted in INR only
4. Rate quoted should be inclusive of Testing, commissioning and Installation of equipment and Training.
5. Payment: No advance payment will be made. Payment will be made only after the supply of the item in good and satisfactory condition and receipt of performance security by supplier.
6. Guarantee/Warranty period should be specified for the complete period should be specified in section 3 of this tender document.
7. Period requirement for the supply and installation of item should be specified in section 3 of this tender document.
8. In case of dispute, the matter will be subject to Mangalore Jurisdiction only.
9. **Liquidated Damages**: Timely delivery is the essence of the contract and hence if the Supplier fails to deliver Goods within the original/extended delivery period(s) specified in the contract, the Institute will be entitled to deduct/recover the Liquidated Damages for the delay, unless covered under Force Majeure conditions aforesaid, **@ 1% per week or part of the week of the delayed period** as pre-estimated damages not exceeding 5% of the contract value without any controversy/dispute of any sort whatsoever.

**SECTION-2**  
**SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS**  
[ To be filled up by the Department / Centre of NITK, Surathkal ]

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Item(s) Name to be Procured : Office Table

Brief Specifications of the Item(s)

(Attach Additional Sheet if necessary) : Office Table (Having right side Drawer)  
Supplying of Office table made by using Boiling Waterproof marine quality conforming to IS 710 plywood sheets of Phenol bond with 15 mm thick for door cabinet, drawer and 25 mm thick for tabletop, external sides (vertical supports) as shown in the figure. All the external surfaces of the table should be finished/laminated with sunmica of approved quality lamination sheet with suitable colour, 1 mm thick and 0.8 mm thick for all internal sides. The exposed edges of the table should be finished with 2mm thick PVC edge banding of approved make quality & colour. The lamination & edge banding work should be done in Mechanical means with Automatic Roll, pneumatic press, heat and fix with approved adhesive for lamination & Automatic Gluing, Pneumatic pressure press, fine milling the edges, corner rounding, scrapping& buffing for finishing the edges of PVC edge banding. All the fixtures and fittings like hinges with screws for cabinet door shutter, SS Handle with locking arrangements, fiber bush, etc. should be provided of approved quality and make, with fine workmanship. Size: 1.52 M (L) x 0.75M (W) x 0.75 M (H)

Quantity : 05 Nos

Any other details / requirement : Specification Attached

Warranty Period required : 05 YEARS

Delivery Schedule expected  
after placement of Purchase order  
(in Weeks) : 2 Weeks

Sd/-  
Vice Chairman CSAB 2024

**SECTION 3**  
**PRICE SCHEDULE**

[ To be used by the bidder for submission of the quotation]

- 
1. Item Name :
  2. Specifications  
(Conforming to Schedule of requirements  
Enclose additional sheets if necessary) :
  3. Currency and Unit Price :
  4. Quantity :
  5. Item Cost (Sl No. 3 \* Sl. No. 4 ) :
  6. Taxes and Other Charges :  
(i) Specify the type of taxes and duties  
in percentages and also in figures.  
(ii) Specify Other Charges in figures.
  7. **Warranty Period** :  
**(Conforming to the Schedule of requirements)**
  8. Delivery Schedule :  
(Conforming to the Schedule of requirements)
  9. Name and address of the Firm for  
placing purchase order :
  10. Name and address of Indian authorized  
agent ( in case of imports only) :

**Signature of the Bidder:** \_\_\_\_\_

**Name and Designation:** \_\_\_\_\_

**Business Address** : \_\_\_\_\_

\_\_\_\_\_

**Place:**

**Date:**

**Seal of the Bidder's Firm**

**SECTION 4**  
**CONTRACT FORM**

[ To be provided by the bidder in the business letter head]

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1. (Name of the Supplier's Firm) hereby abide by the delivery schedule mentioned in this document for supply of the items if the purchase order is awarded.
2. The item will be supplied conforming to the specifications stated in this document without any defect and deviations.
3. Warranty will be given for the period mentioned in this document and service will be rendered to the satisfaction of NITK, Surathkal during this period.

**Signature of the Bidder:** \_\_\_\_\_

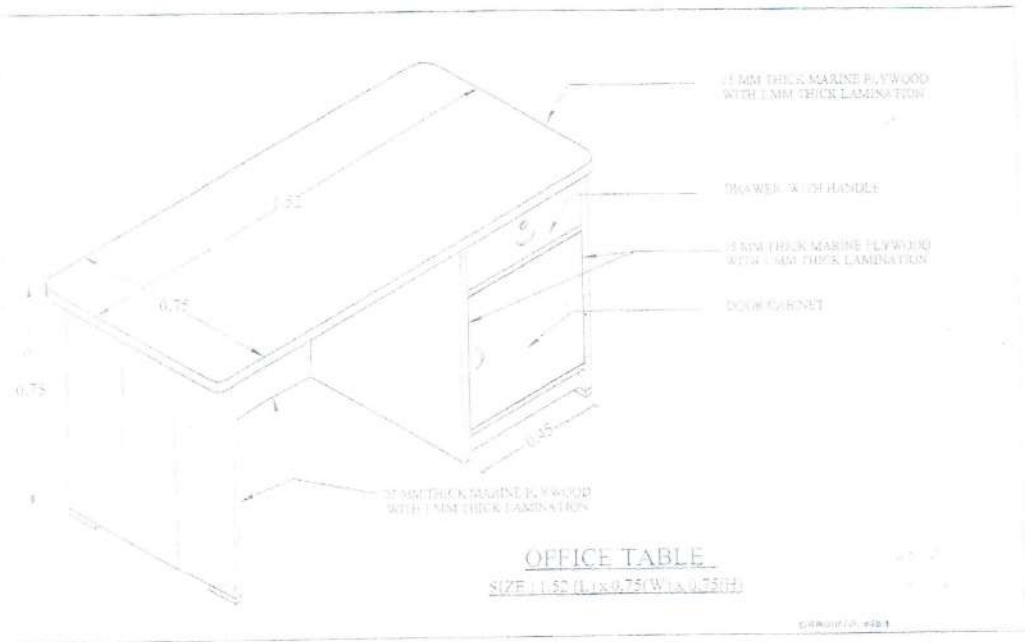
**Name** : \_\_\_\_\_

**Business Address** : \_\_\_\_\_

\_\_\_\_\_

**Place :**  
**Date :**

**Seal of the Bidder's Firm**



*Q. N. K.*  
 14/2/2024