

**Regional Institute of Education  
(National Council of Educational Research and Training)  
Sachivalaya Marg, Bhubaneswar – 751 022**

**Tender Notice**

Advt. No. 258

Dated: 1.12.2015

Sealed Tenders are invited from reputed firms/original equipments manufacturers/authorized dealers for supply of Furniture and Equipment of reputed make to this Institute as per the specifications mentioned against each item at Annexure 'A'.

Tender Form containing Terms & Conditions can be obtained from C&W Section, RIE, Bhubaneswar on payment of Rs. 200/- (Rupees Two Hundred only) in shape of Bank Draft drawn in favour of "General Fund Account", RIE, Bhubaneswar payable at SBI, RCE Campus Branch (Code No. 5302) Bhubaneswar as per the following schedule:

- |       |                                    |                                |
|-------|------------------------------------|--------------------------------|
| (i)   | Date of issue of Tender Forms from | : 7.12.2015 to 28.12.2015      |
| (ii)  | Last date for submission of Tender | : 29.12.2015 (Up to 5:00 p.m.) |
| (iii) | Opening of Tenders                 | : 30.12.2015 (at 11:30 a.m.)   |

Tender Form can also be downloaded from Institute's website ([www.riebbs.ori.nic.in](http://www.riebbs.ori.nic.in)). If Tender Form is downloaded, a DD/Banker's Cheque of Rs. 200/- drawn in favour of "General Fund Account", RIE, Bhubaneswar payable at SBI, RCE Campus Branch (Code No. 5302) Bhubaneswar should invariably be enclosed alongwith the Tender Form.

Tenders received after due date and time, unsealed condition and without EMD will be rejected.

Tenders are required to be submitted in a sealed cover superscribing "Tender for supply of (Name of the Item/Items)" addressed to the Administrative Officer, Regional Institute of Education, Bhubaneswar – 751 022 upto 5:00 p.m. by 29.12.2015.

The Principal, Regional Institute of Education, Bhubaneswar reserves the right to reject any or all Tenders without assigning any reason thereof and his/her decision shall be final and binding.

*Juskar Behara*  
✓ Administrative Officer

**Regional Institute of Education: Bhubaneswar****Terms & Conditions for purchase of Furniture and Equipment:**

1. The Regional Institute of Education, Bhubaneswar invites item-wise sealed tenders from reputed firms/original equipments manufacturers/authorized dealers for supply of Furniture and Equipment items to this Institute as per the specifications mentioned against each item at Annexure 'A'.
2. The tender should accompany an Earnest Money Deposit (EMD) @ 2% of total quoted price of each item in shape of DD/Banker's Cheque drawn in favour of "General Fund Account", RIE, Bhubaneswar payable at SBI, RCE Campus Branch (Code No. 5302) Bhubaneswar.
3. Tenders are required to be submitted in a sealed cover superscribing "Tender for supply of (name of the item/items)" alongwith a copy of valid VAT/PAN/TIN Regn. No. and addressed to the Administrative Officer, Regional Institute of Education, Sachivalaya Marg, Bhubaneswar – 751 022 upto 5:00 p.m. of 29.12.2015 which will be opened on 30.12.2015 at 11:30 a.m. in the presence of bidders or their authorized representatives, if any, present. This Institute will not be responsible for any postal delay, holidays or any other reasons resulting in delay of submission/receipt of tender beyond the due date.
4. The tenders received after due date and time, unsealed condition and without EMD will be rejected.
5. In case the last day of receipt of tender enquiry is declared a holiday on any account, the tenders will be received on the following working day.
6. The tender should be signed by the authorized person and his full name and status should be indicated below his signature.
7. The EMD will be refunded to the unsuccessful bidders by post. The EMD of successful bidder will be refunded only after satisfactory supply of items/equipment.
8. Tenderers should indicate the time required for effecting the supply.
9. After finalizing the tender process, Procurement Order will be placed to the successful bidder for supply of quoted item (s) with quoted rate. If the Agency fails to supply the item (s) within the stipulated period, the Procurement Order will be cancelled and EMD amount will be forfeited.
10. Payment will be made only after satisfactory receipt of the item (s). The firm will not lodge any claim with regard to interest for delay in settlement of dues due to any administrative reasons.
11. No advance payment/part payment is admissible. Payment against the supply of the items will be made directly to the supplier through DD/Cheque against pre-receipt bill basis. No request for other mode of payment will be entertained.

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12. For all purposes of the contract including arbitration proceedings there under, the Principal, RIE, Bhubaneswar shall be entitled to exercise all the rights and power of the purchaser.
13. It will be the responsibility of the concerned firm to deliver and install the items ordered at Regional Institute of Education, Bhubaneswar.
14. Force majeure, clause is applicable to the contract.
15. The supply should carry usual Guarantee/Warranty. Further :
  - (i) No advance payment will be made to the firm under any circumstances.
  - (ii) The delivery, installation and demonstration is the responsibility of the supplier free of cost.
  - (iii) The tenderer should possess valid TIN/PAN and mention the same on the tender paper with documentary evidence.
  - (iv) Annual Maintenance Contract terms & conditions need to be mentioned in the Tender wherever applicable.
  - (v) The tenderer who have downloaded the Tender Form from RIE website and interested to submit the same may deposit Rs. 200/- (Rupees Two Hundred only) in shape of Bank Draft drawn in favour of "General Fund Account", RIE, Bhubaneswar payable at SBI, RCE Campus Branch (Code No. 5302) Bhubaneswar while submitting the Tender Form failing which the tender will be rejected.
  - (vi) The rates of equipment/furniture should be including all taxes/charges, transportation, delivery and installation etc. and rates quoted should be valid upto 31.3.2016.
  - (vii) The successful tenderers for furniture are required to supply one sample item for verification by the Committee of the Institute for placing the Purchase Order.
  - (viii) No extra price will be paid in any circumstances to the supplier (s).
16. The authorized dealers need to attach the dealership appointment letter to the effect.
17. The Qty. required shown against each item in Annexure 'A' is tentative which may increase or decrease at the time of ordering at the sole discretion of the Principal, RIE, Bhubaneswar.
18. The Principal, RIE, Bhubaneswar reserves every right to accept/reject any/all quotations at any stage and increase or decrease the quantity of goods without assigning any reason thereof and his/her decision shall be final and binding.
19. Those who don't accept the above terms and conditions need not quote their rates.

*Puskav Behera*  
Administrative Officer

Signature of the Tenderer with office seal

**Regional Institute of Education**  
**(National Council of Educational Research and Training)**  
**Sachivalaya Marg, Bhubaneswar – 751 022**

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**Tender Form for supply of Furniture, Equipment**

1. Name of the firm with complete  
Postal Address
  
2. Telephone No.(Landline)  
(Mobile)
  
3. Fax No. if any
  
4. PAN No. (attach proof)
  
5. TIN No. (attach proof)
  
6. Name of item (complete specification/make etc.)  
(Separate form be submitted for each item quoted)
  
  
7. Bid Amount  
(inclusive all applicable taxes/charges etc.)
  
  
8. EMD Details

Signature of authorized signatory of the firm  
with Rubber Seal



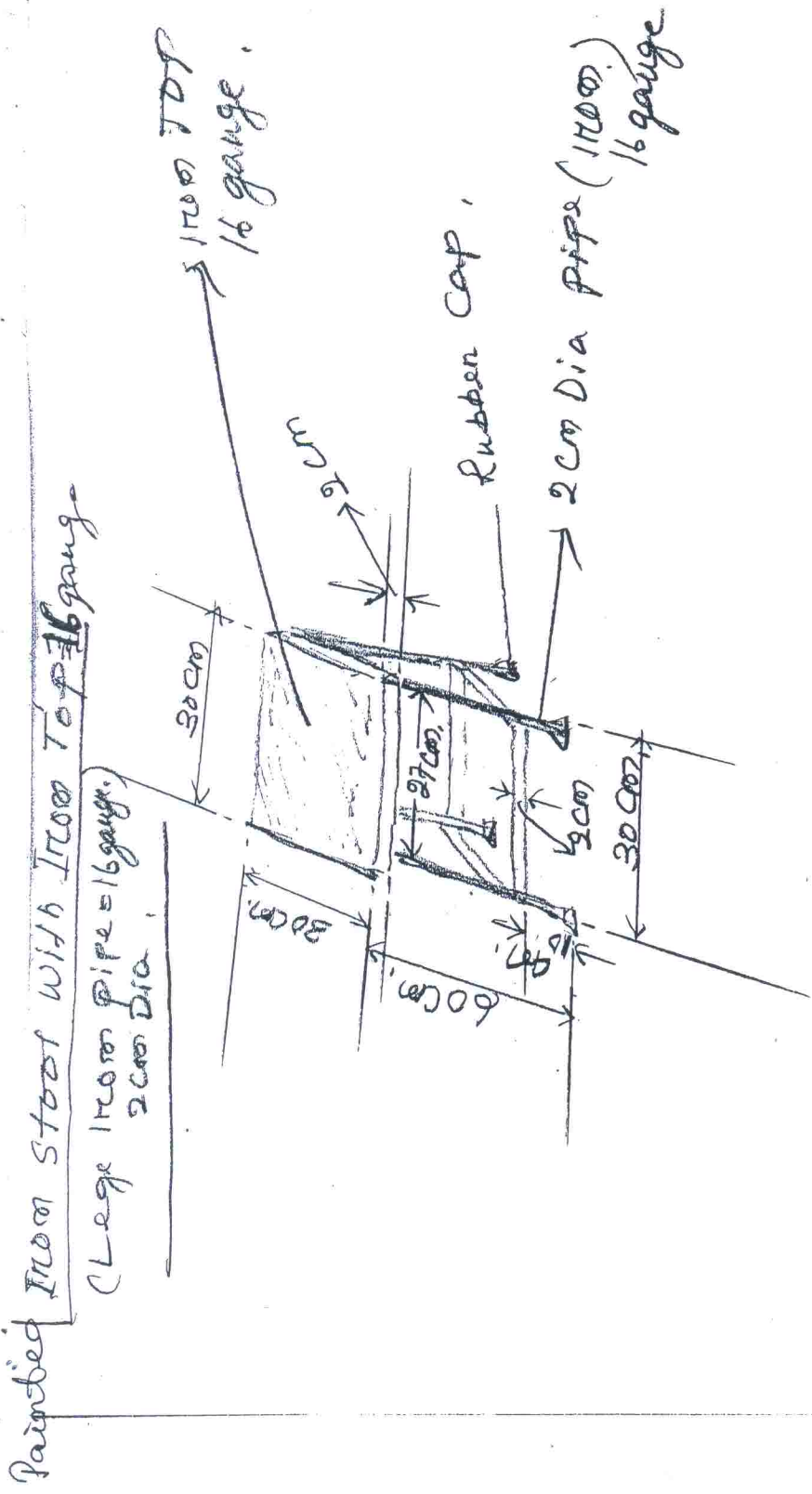
**Annexure 'A'**  
**Regional Institute of Education**

(National Council of Educational Research and Training)  
Sachivalaya Marg, Bhubaneswar – 751 022

**List of Furniture, Equipment Items**

S. No.	Description of Item	Qty. Required
1	Double-door Refrigerator (Frost Free) <b>Specification:</b> Capacity : 360 Litres Star Rating : 4	01 No.
2	Iron Stool ( <b>Dimensions/Drawing enclosed</b> )	20 Nos.
3	Fiber Chair with Cushion and Arms ( <b>Drawing enclosed</b> ) <b>Specification:</b> Dimensions : Height – 815 MM Width – 560 MM Depth – 560 MM Lacquered Finish, Synthetic Resin, Medium Back Chairs with Arms, Seat and Back Cushion of Moulded PU Foam with Velvet Upholstery	152 Nos.
4	Armless Plastic Chair ( <b>Drawing enclosed</b> ) Dimensions : Height – 875 MM Width – 585 MM Length – 656 MM	100 Nos.
5	Plastic Chair (with arms) ( <b>Drawing enclosed</b> ) Dimensions : Height – 780 MM Width – 572 MM Length – 570 MM	60 Nos.
6	Scanner <b>Specification: (Detailed Specifications enclosed)</b>	02 Nos.
7	Printer <b>Specification: (Detailed Specifications enclosed)</b>	05 Nos.
8	Brush-Cutter <b>Specification:</b> - 2 stroke petrol engine - Displacement 45.7 cc - Power 2.5 HP - Tube Dia 23 mm - Weight 8 kg (approx.) - Fuel Tank 1.5 ltr. - Option for Nylon line and Blade Cutting for professional use	01 No.

Iron Stool (Item No. 2):



**Fiber Chair with Cushion and Arms (Item No. 3):**



Dimensions: Height – 815 MM  
Width – 560 MM  
Depth – 560 MM

**Armless Plastic Chair (Item No. 4):**



Dimensions: Height – 875 MM  
Width – 585 MM  
Length – 656 MM

**Plastic Chair With Arms (Item No. 5):**

Dimensions: Height – 780 MM  
 Width – 572 MM  
 Length – 570 MM

**Scanner (Item No. 6)****Specifications:**

Scanner Type	:	Flatbed with Transparent Materials Adapter (TMA)
Hardware Resolution	:	4800 X 9600 dpi, 48 bit
Selectable Resolution	:	12 dpi to 999,999 enhanced dpi at 100 per cent scaling
Scanning Element	:	Charged-coupled device
Scan Size (Flatbed)	:	216 X 297 mm (maximum)
Scan file format	:	MS-Windows: PDF, PDFD Searchable, TIFF, TIFF Compressed, JPG, BMP, PNG, FPX, GIF, PCX, RTF, TXT, HTML  Macintosh: PDF, TIFF, JPG, FPX, GIF, PICT, RTF, TXT, HTML
Scan input modes	:	Front-panel Scan (reflective scans from the glass, transmissive scans of film materials), Copy, Scan to E-mail, Scan to PDF
Control panel	:	Four buttons (Copy, Scan, Scan to E-mail, Scan to PDF)
Connectivity	:	Standard – Hi-Speed USB 2.0



**Printer (Item No. 7)****Specifications:**

Print speed black	:	Normal upto 18 ppm
First page out (ready)	:	Black : as fast as 8.5 sec.
Print quality black (best)	:	Up to 600 X 600 X 2 dpi (1200 dpi effective output)
Print technology	:	Laser
Processor speed	:	266 MHz
Connectivity	:	Standard – 1 Hi-Speed USB 2.0
Compatible operating systems:		Windows 8, Windows 7 (32-bit/64-bit), Windows Vista (32-bit/64-bit), Windows XP (32-bit/64-bit), Windows Server 2008 (32-bit/64-bit), Windows Server 2003 (32-bit/64-bit)
		Mac OS X v10.4, v10.5, v10.6
		Linux
Media sizes supported	:	A4, A5, A6, B5, Postcards, Envelopes (C5, DL, B5)
Media types	:	Paper (laser, plain, photo, rough, vellum), envelopes, labels, cardstock, transparencies, postcards

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