



SCHOOL OF MANAGEMENT AND BUSINESS STUDIES

MAHATMA GANDHI UNIVERSITY

PRIYADARSINI HILLS. P.O

KOTTAYAM, Pin 686560. Phone 0481 2732288

SMBS/1/RUSA FUND/CC/2018-19

Dated, PDHills, 07.01.2019

TENDER NOTICE

Sealed competitive tenders, super scribed "No. SMBS/1/RUSA FUND/CC/2018-19 Dated 07.01.2019", for the supply and installation of **Circulation counter** in the Library of School of Management and Business Studies, M.G. University are invited so as to reach the office of the undersigned not later than **12.30 p.m. on 21.01.2019. Tenders will be opened at 2.30pm** on the same day.

Sl. No.	ITEM	Description of the work	QTY
1	Circulation Counter	Providing counters 80 cms wide, 113 cms height, ledger top 80 cm width, transaction top 40cms width, ledger top and transaction top is of 25 mm postform top lipped with 2mm pvc edge band tape , front apron, vertical sides of drawer boxes etc. (below counter top) and dividers between seats to be in 18 mm marine plywood (width of ledger top to be reduced to 40cm on left side of each seat to accommodate computers). Each seat (about 150 cm to 165 cms wide) to have three drawers, CPU stand, key board tray and wire manager, drawer with 18 mm marine ply sides and 6mm marine ply bottom, key board tray and CPU stand with 18 mm marine ply and 1 mm laminate. Godrej locks and all required hardware. Ledger top, transaction top and all external surfaces with 1 mm laminate. Front vertical side of counter to be provided with two coloured lamination as per design. All internal surfaces to be painted with 2 coats of enamel paint. All plywood edges, including edges touching the floor, to have 10 mm thick teak lipping. All plywood to be ISI marked marine plywood.	1

LIST OF APPROVED MATERIALS

Sl.No.	MATERIALS	APPROVED
1	LIPPING	WHITE BEECH/TK wook
2	PLYWOOD-BWR GRADE(ISI 303)	PRESTIG/ARCHID/GREEN PLY/ CENTURY ply
3	LAMINATE(mica)	MERINO/GREENLAM / FORMICA/NEWMICA
4	ADHESIVE	FEVICOL SH
5	FIXTURES:All hardware fittings and fixtures to be powder coated. Colour and finish as per specification	EBCO/DORMA/ DOORSET
6	PAINT (ENAMEL/EMULSION)	ASIAN/BERGER
7	MELAMINE	ICI/ASIAN
8	MORTICE LOCK & FITTINGS	GODREJ/EBCO
9	AUTO CLOSING HINGES/SLIDERS/WIRE MANAGER etc.	EBCO / DORMA

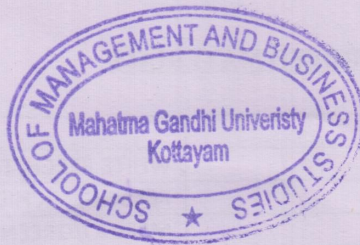
Earnest Money Deposit (EMD) calculated @ 1% of the Purchase Assessment Cost (PAC), subject to a minimum of Rs.1500/-, should be paid by the firm. The E.M.D. should be furnished in the form of Demand Draft in favour of the Head of the Department, School of Management and Business Studies, Mahatma Gandhi University payable at State Bank of India, M. G. University Campus Branch, along with sealed tenders.


Tender form and other details can be had from the University General Store on all working days, by paying the Tender Fee @ 0.2% of PAC rounded to the nearest multiple of Rs.100, subject to a minimum of Rs. 400/- and maximum of Rs. 1500/- + admissible GST.

For ensuring the guarantee, terms and conditions, etc. relating to the articles supplied, a written Agreement must be submitted by the qualified bidder and should submit 5% of the PAC as Security Deposit.

Conditions:-

1. Quoted price should be inclusive of all taxes /freight/ loading & unloading /installation/ necessary cabling for installation etc.
2. Customs/Excise duty exempted price shall be quoted.
3. Quoted rates should have at least six months validity period.
4. Brochure of different models quoted should be enclosed.
5. The right to accept or reject the quotations without assigning any reason rest entirely with the undersigned.
6. If the product has a valid DGS & D rate it should be quoted.
7. If the last date for receipt of quotations is declared a holyday the next working day shall be the last date for the purpose.
8. Arrangements will be made to the bidders to see the room identified for the installation of circulation counter on all working days from Monday to Friday between 9.30am to 4.00pm.




Dr. E Sulaiman
Professor & Head of the Department

Copy to:-

1. Store Keeper, General Store
2. PRO (For Publication in three leading Malayalam Dailies)
3. SF/FC