



**University Centre for International Co-operation (UCIC)
MAHATMA GANDHI UNIVERSITY**

Priyadarsini Hills P.O., Kottayam-686560, Ph: 9446224240

SHORT TENDER NOTICE

UCIC/Plan-Fund/T/2/2021

Dated 17th February 2021

Competitive Tenders are invited from reputed firms to install the following interior design and installation work as per the specifications mentioned at the newly setting office space of University Center for International Co-operation at Convergence Academia Complex.

SI No	Item Specifications	Unit	Quantity
1	UCIC office - Computer Work station Supply and installation Computer Work station-Table Providing and fixing a profiled table of 1500mmX600mmx750mm .made with 16 mm Marine plywood (IS 710 BWP Grade) with approved shade 1 mm thick laminate . inside finished with laminate. Drawer units as per Drawings, necessary keyboard tray, CPU stand, wire manager, cable, hardware, lipping etc.	No	3
2	Smart class room- Computer work station setup - Supply and installation Computer Tables made with 16mm Marine plywood (IS 303Grade) with approved shade Laminate and inside finished with white laminate. Necessary keyboard tray, CPU stand, wire manager, cable, hardware and lipping etc..	No	2 tables for 4 desktops (3000 mmx 900mm) and 1 table for 3 desktops(2400 mm x 900mm)
3	Loft Shuttering – Smart Class room Top of Book Cupboard in smart class room - size of 3600mmx400mmx2100mm including shutter Providing & Fixing shuttering made with 16mm Marine plywood (IS710 BWP Grade) with approved shade Laminate and inside finished with laminate with necessary hardware like hinges, handles, door magnets, locks, lipping as per design.	Sq feet	36

4	Glass Partitioning Work	Sq. Ft	70
	Director Cabin Glass Partition -Supply and installation of glass partition using 10 mm thick toughened glass, polished all sides & fixed with patch fittings. Director Cabin Glass Door - Supply and installation of glass Door using 10 mm thick toughened glass , polished all sides & fixed with patch fittings.including lock, handle, complete .	No	1
5	Zebra Blinds for windows	Sq. Ft	312+15(door top)
6	Sticker works for cabin glass and door	Lsm	52
7	Name Board with Emblem Fixing: Containing the word UCIC at the middle in silver letters of bigger size with shadow light background and the title "University Center for International Co-operation" printing in round and "Mahatma Gandhi University, Kottayam" below printing. The board has to make in either MDF or other such materials which has to be fixed on the outer walls – visible while entering into the floor.	Sqfeet	35

List of Approved Materials

SI No	Item	Brand
1	Ply-wood	Marine Grade (IS 710) , ISI Marked Green or Century
2	Laminate	Green or equivalent Saint Gobain or Modiguard
3	Glass	Saint Gobain or Modiguard
4	Hardware	Ebco,Godrej or Ozone
5	Paints	Asian Paints, Berger, or equivalent
6	Electric fittings	Havells, V Guard or Legrand

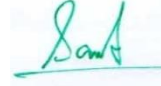
Sealed cover containing tender details superscribed shall be addressed to the The Director, University Center for International Co-operation, Mahatma Gandhi University, Priyadarsini Hills, PO, Kottayam 686560. The last date of receiving the tender will be **03-03-2021, 4.30 pm and tenders will be opened 04-03-2021 at 3 pm.**

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 Director, University Centre for International Co-operation, 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 on Rs 200 stamped paper 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 and unloading/installation/ necessary cables for installation etc.
2. Custom / Excise duty exempted price shall be quoted
3. Quoted rates should have at least six months validity periods
4. Brochure of different models quoted shall be enclosed
5. The right to accept or reject any or all items in the tender without assigning any reason rest entirely with undersigned.
6. If product has valid DGS / D rate, it should be quoted
7. If the last date of recipient of quotations declared holiday, the next working day shall be the last date for the purpose.
8. Arrangements will be made for bidders to the see room identified - office room and smart class room on all working days from Monday to Friday between 9.30 am to 4.30 pm.
9. Warranty, AMC conditions, nearest service centre details, supporting catalogue and demonstrations should be provided



Director,

University Center For International Co-Operation
Mahatma Gandhi University, Kottayam
Mobile: 9446224240

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