



MUMBAI DISTRICTS AIDS CONTROL SOCIETY
Established by
MUNICIPAL CORPORATION OF GREATER MUMBAI



Regd. No. 891/980

MDACS/Quo/010 / PO-CST

Date: 05 August 2019

To,

Dear Sir,

Sub: Invitation of Quotation for Procurement of Furniture for ART Centre.

1. You are invited to submit your most competitive quotation for Procurement of Furniture for ART Centre:

Sr. No.	Brief Description for the Furniture	Specifications	Qty	Delivery Period	Place of Delivery
1.	Computer Table	Separate Sheet attached	6	Within 30 days from the date of receipt of work order	Respective Centers (Sheet attached)
2.	Filling Cabinet		9		
3.	Big Steel Cupboard		8		
4.	Office Table		8		
5.	Medicine Rack / Rack for Registers		7		
6.	Revolving Chairs (Office)		20		
7.	Plastic Chairs (Neelkamal)		15		
8.	Plastic Stool (Neelkamal)		71		

2. **Bid Price**

- The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out
 - All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
 - GST in connection with the sale shall be shown separately.
 - The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - The Prices shall be quoted in Indian Rupees only.
3. Each bidder shall submit only one quotation.

Acworth Complex, R. A. Kidwai Marg, Wadala (West), Mumbai – 400 031.
Tel No. 24100246/47 Telefax: 24100250 Email: mumbaimacs@gmail.com,



Life is precious Stop HIV/AIDS
Keep the Promise

4. **Validity of Quotation**

Quotation shall remain valid for a period not less than 45 days after the deadline date specified for submission. The withdrawal of the offer before validity period will entail forfeiture of EMD.

5. **Evaluation of Quotations**

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are

- a) properly signed; and
- b) Conform to the terms and conditions and specifications.

The quotations would be evaluated for each item separately.

GST in connection with sale of goods shall be taken into account in evaluation.

6. **Award of Contract**

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

6.1. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

6.2. The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

7. Payment shall be made within one month from the receipt of bill along with the report of with delivery reports.

8. As per prevailing rules TDS / SGST / CGST will deducted at source towards income tax / SGST / CGST from all the bills submitted to the department. The TDS / SGST / CGST certificate shall be generated on line by Finance section of Mumbai Districts AIDS Control Society.

9. The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest prices.

10. Purchaser reserves the right at the time of contract award to increase or decrease the quantities indicated in para 1 above by 15% without any change in the unit price or any other terms and conditions.

11. Incomplete, irregular, unsealed, unsigned and quotations received after the due date and time will not be considered.

12. The quotationer must fill up the rates in the format given along with the quotations notice. If it is filled up in any other format, the same shall be rejected outright.

13. Copy of GST Certificate should be submitted.

14. Copy of PAN card with photographs should be submitted.

15. The Quotationers must paginate the quotation properly.

16. The Quotationer must submit the **EMD of Rs. 10,650/- by Demand Draft. The Demand Draft should be drawn in favor of Mumbai Districts AIDS Control Society.**

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The withdrawal of the offer before validity period will entail forfeiture of EMD. The EMD should be paid upto 3.00 p.m. one day prior to the opening of the Quotation. A copy the EMD Receipt should be kept should along with quotation. EMD Receipt no. should be mentioned on the Envelope.

17. Attested copy of valid registration made by manufacturing firm for the offered product with Directorate General of Supplies & Disposal (D.G.S. & D) or Small Scale Industries (S.S.I of Maharashtra) or National Small Scale Industries Corporation (N.S.I.C) should be submit, if applicable. If firms of any of these Small Scale Industries categories wish to enjoy any preference declared by Maharashtra Government Resolution under which they are entitled for preferences should be submit along with Registration Certificates failing which they shall be treated at par with other bidders. This preference shall invariably be applicable to the manufacturers for the specific product as per technical specifications of this tender. Exemption for submission of EMD will also applicable to concern distributor.

18. **Performance Security:**

The successful bidder will have to pay 5% as Security Deposit by Demand Draft only within 15 days on receipt of the acceptance letter. If they fail to pay the Security Deposit within stipulated period, they will be charged extra Rs. 100/- as penalty.

The Security deposit will be refund after two months from the satisfactory completion of defect liability period

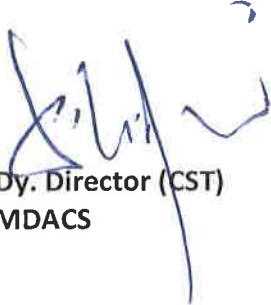
19. **Penalty**

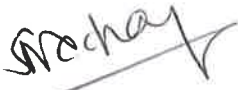

- a. For delay supply – ½ % per week or part thereof after the expiry of the delivery period subject to maximum 10%.
- b. Failure of the supply – Earnest Money Deposit cum contract deposit will be forfeited and the material will be purchased at the risk and cost of the suppliers.
- c. Variation in specification – material will be rejected and cost of the said material will be recovered from the supplier.

20. **Last Date and time of receipt of quotations:**

Quotationer should submit their sealed quotation duly super-scribed on the envelope as **“Quotation for Procurement of Furniture for ART Centre.”** due on **20.08.2019** latest by 1.00 p.m. which will be opened on the due date at 3.00 p.m.

21. We look forward to receiving your quotations and thank you for your interest in this project.


Dy. Director (CST)
MDACS


Addl. Project Director
MDACS


Specifications & Terms and Conditions

Sr. No.	Name	Specifications	Place of delivery	Qty
1.	Computer Table	Computer Table (Work Station) Size: 910(Length) X 610 (Depth) X 750mm (Height)	KEM ART Center	1
			Nair ART Center	1
			RPAC	1
			Sion Adult ART Center	1
			Siddharth ART Centers	1
			BDBA ART Center	1
		Total ...		6
2.	Filling Cabinet	Size: 1380 (Height) x 470 (Width) x 700 (Depth) – 4 Drawers Gauge: 20 to 22 mm Shelves: 4 Drawers. Colour: Spray Paint / Powder coating Shade : Silver Gray	JJ ART Center	2
			KEM ART Center	2
			Nair ART Center	1
			Sion Adult ART Centers	1
			M.T. Agarwal ART Center	1
			BDBA ART Centers	1
			2 nd JJ ART Center	1
		Total ...		9
3.	Big Steel Cupboard	Size: 1980 (High) x 915 (Width) x 485mm (Depth) Gauge: 20 to 22 mm Shelves: 4 Shelves making 5 compartments. Colour: Powder coating Shade : Silver Gray	JJ ART Center	1
			KEM ART Center	1
			Nair ART Center	1
			Shatabdi ART Center	1
			M.T. Agarwal ART Center	1
			BDBA ART Center	1
			2 nd JJ ART Center	1
			CST Section of MDACS	1
		Total ...		8
4.	Office Table	Size: 4" X 2" One side 3 Drawers and one side cupboard. Shelves 1 Drawer, 3 Drawers and one side 3 drawer and one side cupboard Colour: Spray paint Powder coating Shade : Silver Gray or any colour as per choice of consignee	JJ ART Center	2
			KEM ART Center	1
			Nair ART Center	1
			Siddharth ART Center	1
			K.B. Bhabha ART Center	1
			BDBA ART Center	1
			Dr. R. n. Cooper ART Center	1
		Total ...		8
5.	Medicine Rack / Rack for Registers	Racks with 4 Shelves (for keeping medicine) Size:78"(Height)X36"(Width)X18"(Breadth) Panels: 6 Nos. (Each carrying at least 80 kg load) 18 Gauge Corner plates: 8 Nos. (2 on each side). Rubber Shoes: 4 nos.	JJ ART Center	1
			Nair ART Center	2
			K.B. Bhabha ART Center	1
			BDBA ART Center	1
			CST Section of MDACS	2
		Total ...		7

6.	Revolving Chair (Office)	Size: 650(Length) X 650(Width) X 800-900(Height) Colour: Powder Coating Shade: Epoxy polyester powder of black / any other color of consignee's choice	JJ ART Center	2
			KEM ART Center	3
			Nair ART Center	2
			Sion Adult ART Center	2
			Shatabdi ART Center	1
			Siddharth ART Center	2
			M.T. Agarwal ART Center	1
			Rajawadi ART Center	1
			K.B. Bhabha ART Center	1
			BDBA ART Center	2
			Dr. R.N. Cooper ART Center	1
			2 nd JJ ART Center	2
	Total ...		20	
7.	Plastic Chair (Neelkamal)	Plastic chairs with arms (Medium Duty)	Nair ART Center	6
			BDBA ART Center	5
			Dr. R.N. Cooper ART Center	4
	Total ...		15	
8.	Plastic Stool (Neelkamal)		JJ ART Center	8
			KEM ART Center	9
			Nair ART Center	8
			Sion Adult ART Center	7
			Shatabdi ART Center	6
			Siddharth ART Center	6
			M.T. Agarwal ART Center	5
			K.B. Bhabha ART Center	5
			BDBA ART Center	7
			Dr. R.N. Cooper ART Center	5
2 nd JJ ART Center	5			
	Total ...		71	

1. Defect liability period: One year from the date of supply.
2. Delivery Period: 30 days from the receipt of supply order.


 Dy. Director (CST)
 MDACS

FORMAT OF QUOTATION

Sr. No.	Description of Furniture	Specification	Total Qty	Unit rate in Rs.	In Figures	In Words
1.	Computer Table	Separate Sheet attached	6			
2.	Filling Cabinet		9			
3.	Big Steel Cupboard		8			
4.	Office Table		8			
5.	Medicine Rack / Rack for Registers		7			
6.	Revolving Chairs (Office)		20			
7.	Plastic Chairs (Neelkamal)		15			
8.	Plastic Stool (Neelkamal)		71			
	Total....					
	Add. : GST					
	Gross Total ...					

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (amount in figures) Rs. _____ (amount in words) within the period specified in the invitation for Quotations.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier