NORTH EASTERN REGIONAL INSTITUTE OF SCIENCE & TECHNOLOGY
(Deemed to be University u/s 3 of the UGC Act, 1956)
Under the Ministry of Education, Govt. of India

Sub: Uploading of Notification in the Institute Web Site.

Please arrange to upload the Tender Notification, vide No PUR/330/Office Furniture/2024-25-Part-I Dated.04/11/2025, which is to be upload in the Institute's web site by today itself. Enclosed herewith also Xerox Copy approval.

04/11/25
Assistant Registrar (S&P)

To
The In-charge, E.T. Cell.

UO No PUR/330/Office Furniture/2024-25-Part-I Dated 04/11/2025

NORTH EASTERN REGIONAL INSTITUTE OF SCIENCE & TECHNOLOGY
(DEEMED UNIVERSITY)
NIRJULI :: ITANAGAR ::ARUNACHAL PRADESH

OPEN TENDER NOTICE NO.PUR/330/Office Furniture/2024-25-Part-I
DATED. 04/11/2025

THE LAST DATE OF RECEIPT OF TENDER	:	**25/11/2025 up to 4.00PM**
DATE OF OPENING OF TENDER	:	**26/11/2025 at 04.30 PM**

NORTH EASTERN REGIONAL INSTITUTE OF SCIENCE AND TECHNOLOGY
NIRJULI :: ARUNACHAL PRADESH
Telephone No. (0360) 2257401-11 (Extn. No.7252/7253),

TENDER NOTIFICATION NO. PUR/330/Office Furniture/2024-25-Part-I
DATED.04/11/2025

Sealed tenders are invited from reputed manufacturers/authorized dealers/ suppliers for supply of Office Furniture for Various Departments/Sections of this Institute. The details terms & conditions of the tender along with drawing and design of customized products to be obtained from the office of the undersigned on any working day from 04/11/2025 to 25/11/2025 (10.00 AM – 4.00 PM). Tender fee (non-refundable) of ₹2,500/-. The last date of receiving tender is 25/11/2025 upto 04.00PM and the date of opening of tender is 26/11/2025 at 04.30 PM. The Director, NERIST reserves the right to accept or reject any tender partly or fully without assigning any reasons whatsoever.

Sd/-
Assistant Registrar (S&P)

04/11/25

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NORTH EASTERN REGIONAL INSTITUTE OF SCIENCE AND TECHNOLOGY
NIRJULI :: (ITANAGAR) :: ARUNACHAL PRADESH

OPEN TENDER NOTIFICATION : NO. PUR/330/Office Furniture/2024-25-Part-I
Dated.04/11/2025

TERMS AND CONDITIONS :

EVERY FIRM SHOULD SUBMIT THE TENDER DOCUMENT SETS SUPERSCERIBING ON COVER PAGE WITH SEPARATE ENVELOP FOR TECHNICAL AND FINANCIAL BID WITH PROPERLY SEALED.

1. A) Rate : The rate which should be quoted both in figure & words inclusive GST.

2. A) Consignee : All stores are required to be consigned to the Director, North Eastern Regional Institute of Science & Technology, Itanagar, Nirjuli, Arunachal Pradesh – 791109.

B) Mode of dispatch : The consignment is required to be dispatched by Road Transport or delivered at this Institute under supplier's own arrangement free of additional charges. All offers of delivery should be made ex-stock and clear note should be inserted in case of damage or loss in transit, if any will be borne by the supplier.

C) Dispatch of Document: The consignment note along with the quadruplicate of copy of relevant bill and two copies of priced challan should dispatch to the Director, NERIST, Nirjuli (Itanagar), Arunachal Pradesh – 791109 immediately on completion of dispatch of consignment. If these documents do not reach the said office in time all wharf age/demurrage incurred, if any will be recoverable from the suppliers.

3. Delivery : The stores are required to be delivered/dispatched within thirty (30) days from the date of receipt of the supply order/or as per mutual agreement, suppliers are requested to take care that all the items as per enclosed Annexure are to be supplied in full set basis and the items are required to be installed at Estate Office of this Institute.

4. Quality Specification : The stores offered should be of the best/standard quality available unless, otherwise specified conforming strictly to the specification cited. The Director reserves the right to reject such stores as are found unacceptable on these grounds. Items of only reputed manufacturers will be given preference.

5. Liquidated damages : If a firm accepts the order and fails to execute the order in full or part as per terms and conditions stipulated therein, it will be open to the Competent Authority to recover liquidated damaged from the firm at the rate of 1% per month or the part thereof, subject to a maximum of 5% of the value of the undelivered stores. It will also be open to the Competent Authority, alternatively to arrange procurement of the required stores from any source, at the risk and expense of the firm that has accepted the order and failed to execute the order according in stipulations agreed upon. This will also entail removal of the defaulters name from the approved/registered list of suppliers.

6. A) Submission of quotation Box: Quotation should be dropped in the designated Tender Box placed at the office of the Assistant Registrar (S&P), NERIST, Itanagar, Nirjuli, Arunachal Pradesh – 791109 in sealed cover.

   B) Earnest Money: At the time of submission of Tender, the earnest money in the form of Demand Draft Deposit @2% on the quoted tender value is to be deposited with the tender which will be interest free. No Tender will be accepted without earnest money. The earnest money is to be deposited in favour of Director, NERIST on State Bank of India, NERIST Branch. On receipt of supply order, in case the firm fails to supply, the earnest money will be forfeited.

7. Validity (Firmness): The rate should be valid for six months from the date of opening of tender. No representation for enhancement of price once accepted will be considered during the contract.

8. Opening of Quotation: (a) Quotations will be opened on the date and time as fixed in presence of a duly constituted committee of the Institute. A firm may depute its accredited representative to witness the opening, if it so desires.

(b) In the event of the specified date for the opening of Tender is declared a holiday or due to any circumstances, if the Tenders could not be opened on the specified date by the NERIST, the Tenders will be opened at the appointed time and location on the next working date.

9. Quantity of Stores : The approximate quantities of items proposed to be purchased as mentioned in the list are liable to be increased or decreased at the time of placement of purchase order.

10. Special discount/rebate: Special discount/rebate admissible to Educational Institute of National importance may be specifically indicated in the quotation.

11. Rejection of Offer : Tenders not conforming to the terms and conditions and procedure so out lined are liable to be rejected summarily.

12. Guarantee/Warranty : The stores should be covered by warranty of quality/warranty of performance and manufactures defect for a minimum period of twelve month from the date of satisfactory installation as the case may be.

13. Experience : Participating bidder must have a minimum 3 years supply experience in furniture items to be supported with documents.

14. Authorization Letter: Participating bidder must submit an authorization letter issued by the Manufacture/Company to the bidder for participation in the concerned Tender process.

15. Discretionary Power : The Director, NERIST reserves the right to accept or reject any or all tenders without assigning any reason there of and also to modify in exceptional case any of the stipulated terms and conditions on merit on genuine and justifying grounds if it is in the larger interest of the Institute. The final acceptance of the tenders rests entirely with the Director who does not bind himself to accept the lowest tender. Selection will be made by the committee purely on the basis of quality of branded products.

16. Tender fee: Tender fee of ₹2,500.00 (Rupees two thousand five hundred) only (non refundable in the form of Demand Draft in favour of Director, NERIST, Payable at SBI, NERIST Branch must be sent along with tenders.

17. Receipt of the tender: The last date of receiving tender is 25/11/2025 upto 04.00 PM.

18. Price: Abnormal price OR price higher than prevailing Market Rate / MRP will not be accepted. However, the bidder has to submit an undertaking with the quotation, mentioning that the quoted prices of all items are within the MRP.

19. Sample/Catalogue: Dealers of the Company/Manufacture are requested to submit printed catalogue (original) of each quoted product with the technical bid otherwise tender will not be accepted. The L-1 bidder will be asked to provide the samples of quoted product as mentioned in their bid and final selection will be made on the basis of acceptance of sample by the committee.

20. OEM Certificate: Bidders are requested to provide OEM (Original Equipment Manufacturer) certificate from the manufacturer for each and every branded quoted product and it is mandatory.

21. The following updated documents should also accompany with the tenders:

- Trade License
- Income Tax clearance certificate
- GST Registration certificate
- Up to date GST return Certificate
- Company's Printed Catalogue (Furniture)
- Authorization Dealership / Manufacturer Certificate from OEM (Original Equipment Manufacturer).

Sd/-
Assistant Registrar **(S&P)**
NERIST :: NIRJULI
ARUNACHAL PRADESH

Office Furniture

Sl. No.	Particulars	Specification	Qnty.
1.	Executive Table for Assistant Professor	Make: Alder, Model: Delta, 1500x750x750 Or Equivalent.	02 Nos.
2.	Executive Revolving Chair for Assistant Professor	Make: Elentra, Model: EL-53 Or Equivalent.	04 Nos.
3.	Visitor Chair	Make: Elentra, Model: EL196 Or Equivalent.	07 Nos.
4.	Visitor Chair	Make: Elentra, Model: EL194 Or Equivalent.	05 Nos.
5.	Executive Table for HOD/Professor	Make: Alder, Model: Denver 2100x900x750 Or Equivalent.	03 Nos.
6.	Executive Chair for HOD/Professor	Make: Ryaan9, Model: 1217 Or Equivalent.	03 Nos.
7.	Office Table for Staff/Faculty	Make: Alder, Model: Dallas 1500x750x750 Or Equivalent.	10 Nos.
8.	Office Chair for Staff/Faculty	Make: Elentra, Model: EL-63 Or Equivalent.	10 Nos.
9.	Office Almirah	Make: Modi Model: Elegent ER ML 20 Or Equivalent.	04 Nos.
10.	4DR Bookshelves	Make: Modi Model: 4DR Or Equivalent.	04 Nos.
11.	Computer Table	Make: Alder Model: ZC 2448 Or Equivalent.	04 Nos.
12.	Conference Table	Make: Alder Model: CT01 Or Equivalent.	01 Nos.
13.	Alkosign Groove Board with Golden Letter	Make: Alkosign	01 Nos.
14.	4DR FileOrganiser	Make: Modi Model: 4DR Or Equivalent.	02 Nos.
15.	Notice Board	Make: Kores 6x3	02 Nos.
16.	White Board	Make: Kores 8x4	01 Nos.

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17.	Laboratory Table	Make: Modi 12x3x3	56 Nos.
18.	Laboratory Table	Make: Modi 10x3x3	18 Nos.
19.	Executive Chair for Associate Professor	Make: Elentra, Model: EL-192 Or Equivalent.	01 Nos.
20.	Executive Table for Associate Professor	Make: Alder, Model: Zurich 1800x900x750 Or Equivalent.	01 Nos.
21.	Visitor Chair for HOD	Make: Elentra, Model: EL-192 Or Equivalent.	04 Nos.

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