INVITATION FOR QUOTATIONS FOR SUPPLY OF GOODS UNDER SHOPPING METHOD

To:

Subject: INVITATION FOR QUOTATIONS FOR “PROCUREMENT OF FURNITURE, FIXTURES AND EQUIPMENT FOR DISTRICT PROJECT MANAGEMENT UNIT-BONGAIGAON, NEER NIRMAL PARIYOJANA, ASSAM”

1. You are invited to submit your most competitive quotation for the following goods:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Brief Description of the Goods</th>
<th>Specifications</th>
<th>Quantity in No.</th>
<th>Deliver Period</th>
<th>Place of Delivery</th>
<th>Installation Requirement if any</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Executives Table</td>
<td>Size: 1804Wx750D x750H mm, Colour: Brown (preferable) Equivalent Model: Godrej Trident Senior-Executive Desk</td>
<td>4</td>
<td>30 days from the date of issue of Supply Order</td>
<td>District Project Management Unit-Bongaigaon, Neer Nirmal Pariyojana, Assam, PHE Bongaigaon Division, Bongaigaon</td>
<td>Demonstration and installation are required.</td>
</tr>
<tr>
<td>2</td>
<td>Office Desk</td>
<td>Size: 1200Wx800D x750H mm, Colour: Brown (preferable) Equivalent Model: Godrej Stylo</td>
<td>2</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>3</td>
<td>Office Desk</td>
<td>Size: 1200Wx590D x750H mm, Colour: Brown (preferable) Equivalent Model: Godrej UNITIZED T8</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Revolving Chair–High Back</td>
<td>Size: 760Wx760Dx1015-1175H (mm), Seat Height: 469-559 (mm), Colour: Black (preferable) Equivalent Model: Godrej Kareena High Back</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Revolving Chair-Mid Back</td>
<td>Size: 760Wx760Dx890-1050H (mm), Seat Height: 469-559 (mm), Colour: Black (preferable) Equivalent Model: Godrej Kareena Mid Back</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Office Almirah</td>
<td>Size: 765Wx440Dx1270H (mm), Material: Steel, Colour: Blue (preferable) Equivalent Model: Godrej Storewel Minor</td>
<td>4</td>
<td></td>
<td></td>
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<td>Plain</td>
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<tr>
<td>7</td>
<td>Visitor’s Chair</td>
<td>Plastic material Size: 480Wx570Dx840H mm Colour: Black (preferable) Equivalent Model: Godrej CH1112</td>
<td>10</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>8</td>
<td>Inverter with Battery</td>
<td>Inverter: Luminous/Genus/Microtek or equivalent Capacity: 900 -1000 VA Output power: 720 Watt (minimum) Standard Backup: 3-5 hours Sinewave output Weight: 10-12 kg Operating voltage: 180-260 V Battery: Tubular 150 Ah Battery with 4 years warranty Colour: Any</td>
<td>1</td>
<td></td>
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<tr>
<td>9</td>
<td>Inverter Trolley</td>
<td>Plastic inverter standard trolley to house the inverter with battery at S. No. 8 above Colour: Any</td>
<td>1</td>
<td></td>
<td></td>
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<tr>
<td>10</td>
<td>Air Conditioner</td>
<td>Panasonic/Blue Star/Carrier/Voltas or Equivalent Capacity: 1.5 Ton Control console: Remote Control, Indoor Noise Level: Not more than 41db Installation type: Split Display type: Digital LED display Stabilizer free operation 3 Star Energy Efficient with BiS mark 10 years warranty on compressor Colour: As directed by the DBE, Bongaigaon</td>
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<td>11</td>
<td>Water purifier</td>
<td>Water Flow Rate: 3 Litre per min Power Rating: 35 watts Ultraviolet Lamp: 16 watt Rated Voltage: 230 V 50Hz Fuse: 250 mA (S) Net Weight: 6.5 kg Dimensions: 355x102.5x307 (mm) approx. LED indicators to indicate when powered on and water ready to flow out Four stage purification system UV lamp Auto shut-off of UV lamp R.O.: No Equivalent Model: Eureka Forbes Aquaguard High Flow</td>
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2. Government of India has received a credit from the International Development Association equivalent to US$500 billion towards the cost of the Rural Water Supply and Sanitation Project for Low Income States, now renamed as Neer Nirmal Parriyojana. The State Project Management Unit, Neer Nirmal Parriyojana, Assam (SPMU, NNP-Assam), an implementing agency, intends to apply a part of the proceeds of this credit to eligible payments under the contract for which this Invitation for Quotations is issued.

3. Bidding will be conducted under Shopping procurement method, specified in the World Bank’s “Guidelines - Procurement of Goods, Works and Non-Consulting Services under IBRD Loans and IDA Credits and Grants by World Bank’s Borrowers” and is open to all eligible bidders.

4. Bid Price:

(a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re-writing.
(b) Goods and Services Tax (GST) shall be shown separately.

(c) 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.

(d) The Prices shall be quoted in Indian Rupees only.

5. Each bidder shall submit only one quotation. Bidder shall not contact other bidders in matters relating to this quotation.

6. The bidder shall submit the quotation as per format attached at Appendix 1. The quotation in the attached format should be sealed in an envelope and addressed to and delivered to the address given below. The envelope shall be prominently marked on top with "PROCUREMENT OF FURNITURE, FIXTURES AND EQUIPMENT FOR DISTRICT PROJECT MANAGEMENT UNIT-BONGAIGAON, NEER NIRMAL PARIYOJANA, ASSAM."

7. Incomplete or conditional quotation shall not be entertained. No quotation shall be accepted after closing date and time.

8. All the supplier participating in the bidding process must submit:

(a) Power of Attorney to sign the quotation;

(b) photocopy of Trade Licence;

(c) photocopy of GST Registration Certificate;

(d) photocopy of PAN Card;

(e) documents in support of existence and experience of the firm/organisation for a minimum of three years;

(f) provision of After/Post Sale Service facilities;

(g) a Certificate to the effect that the firm/organization is not blacklisted by any government department/semi-government/public sector organization; and

(h) copy of all pages of Invitation for Quotations signed by the authorized signatory.

9. A bidder should quote price for a single Make/Brand for a particular item. In case, if the bidder quote price for multiple Make /Brands for the same item, then such quotations may be cancelled without further communication. Conditional quotation shall not be accepted.

10. Any firm/organization blacklisted by a government department/semi-government/public sector organization shall not be considered for this quotation process and the quotation will be rejected straightforward.

11. Validity of Quotation: Quotation shall remain valid for a period not less than 45 days after the deadline date specified for submission and no request for any variation in quoted rates and/withdrawal of quotation on any ground by successful bidder shall be entertained during the validity period.

12. Evaluation of Quotations: The Client will evaluate and compare the quotations determined to be substantially responsive i.e. which

(a) are properly signed ; and

(b) conform to the terms and conditions, and specifications.

12.1. The Quotations would be evaluated for all the items together.
12.2. GST shall not be taken into account in evaluation.

12.3. In evaluating the quotations, the Client will determine the evaluated price for each proposal by adjusting the price quotation to correct any arithmetical errors as follows:

(a) where there is a discrepancy between unit rates in figures and in words, the rates in words will govern; and

(b) if a bidder refuses to accept the correction, his quotation will be rejected.

12.4. To assist in the analysis, evaluation and computation of the quotations, the SPMU, NNP-Assam may ask bidders individually for clarification of their quotations. The request for clarification and the response shall be in writing.

12.5. The SPMU, NNP-Assam may invite the lowest evaluated bidder for negotiations.

13. **Award of contract:** The Client 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.

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

13.2. The bidder whose quotation is accepted will be notified of the award of contract by the Client prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order (format attached as Appendix 2).

14. Payment shall be made within 25 days after supply of the goods in good / acceptable conditions and receipt of the invoice from the bidder.

15. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.

16. You are requested to provide your offer latest by **15.00 hours on 7 December 2017**. Quotations will be opened immediately after deadline for submission of quotations in the presence of the bidders or their authorized representatives, who choose to attend.

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

Project Director
State Project Management Unit
Neer Nirmal Pariyojana, Assam
5th Floor, Redstone Building, G.S Road, Dispur, Guwahati – 781006
# Appendix 1

*(To be given by the supplier in their official letter head)*

## FORMAT OF QUOTATION

**Ref:** [IFQ No.] dated

<table>
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<tr>
<th>S. No.</th>
<th>Brief Description of the Goods</th>
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Colour: Brown (preferable)  
Equivalent Model: Godrej Trident Senior-Executive Desk | 4 |  |  |
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Equivalent Model: Godrej UNITIZED T8 | 1 |  |  |
| 4      | Revolving Chair–High Back      | Size: 760Wx760Dx1015-1175H (mm),  
Seat Height: 469-559 (mm)  
Colour: Black (preferable)  
Equivalent Model: Godrej Kareena High Back | 4 |  |  |
| 5      | Revolving Chair-Mid Back       | Size: W 760Wx760Dx890-1050H (mm),  
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Colour: Black (preferable)  
Equivalent Model: Godrej Kareena Mid Back | 2 |  |  |
| 6      | Office Almirah                 | Size: 765Wx440Dx1270H (mm)  
Material: Steel  
Colour: Blue (preferable)  
Equivalent Model: Godrej Storewel Minor Plain | 4 |  |  |
| 7      | Visitor’s Chair                | Plastic material  
Size: 480Wx570Dx840H mm  
Colour: Black (preferable)  
Equivalent Model: Godrej CH1112 | 10 |  |  |
| 8      | Inverter with Battery          | Inverter: Luminous/Genus/Microtek or equivalent  
Capacity: 900 -1000 VA  
Output power: 720 Watt (minimum)  
Standard Backup: 3-5 hours  
Sinewave output  
Weight: 10-12 kg  
Operating voltage: 180-280 V  
Battery: Tubular 150 Ah  
Battery with 4 years warranty  
Colour: Any | 1 |  |  |
| 9      | Inverter Trolley               | Plastic inverter standard trolley to house the inverter with battery at S. No. 8 above  
Colour: Any | 2 |  |  |
| 10     | Air Conditioner                | Panasonic/Blue Star/Carrier/Voltas or Equivalent |  |  |  |


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**TOTAL EXCLUDING GST**

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**TOTAL INCLUDING GST**

*The evaluation will be done taking all the goods together*

**Gross Total Amount Including GST: INR**

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

We also confirm that the normal commercial warrantee/guarantee of ........... months shall apply to the offered goods.

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

**Signature of Supplier**
GOVERNMENT OF ASSAM  
STATE PROJECT MANAGEMENT UNIT, NEER NIRMAL PARIYOJANA, ASSAM  
RWSSP-LIS, World Bank Project, 5th Floor, Redstone Building, G.S Road, Dispur, Guwahati – 781006  
Website: www.nuppliedassam.org  
Phone No. 0361 – 2334345  
Email ID: assam_worldbank@rediffmail.com  

SUPPLY ORDER

To:

Subject: PROCUREMENT OF FURNITURE, FIXTURES AND EQUIPMENT FOR DISTRICT PROJECT MANAGEMENT UNIT-BONGAIGAON, NEER NIRMAL PARIYOJANA, ASSAM

Ref.: Your Quotation no. dated

1. Your quotation no of (Date) for the supply of has been accepted. You are requested to supply the following goods at the rates quoted by you and specified against each as per the specifications and terms & conditions specified hereunder:

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<td></td>
<td></td>
<td>In Figures</td>
<td>In Words</td>
</tr>
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</table>

TOTAL EXCLUDING GST

GST

TOTAL INCLUDING GST

Gross Total Amount Including GST: INR

2. Delivery Period: 30 days from the date of issue of this Supply Order.

3. Place of delivery: Bongaigaon, Assam
4. Consignee Address:

Design Build Engineer  
District Project Management Unit-Bongaigaon, Neer Nirmal Pariyojana, Assam  
PHE Bongaigaon Division  
Bongaigaon, Assam  
Pin: 7852105

5. GST will be considered at actual prevailing on the date of supply.

6. Standard Manufactures commercial Warranty/Guarantee shall be ___ months from the date of delivery and acceptance.

7. Payment shall be made within 25 days after supply of the goods in good / acceptable conditions and receipt of the Invoice from the bidder.

Project Director  
State Project Management Unit  
Neer Nirmal Pariyojana, Assam  
5th Floor, Redstone Building  
G.S. Road, Dispur  
Guwahati – 781006