

**INDIAN AVIATION ACADEMY
VASANT KUNJ NEW DELHI**

Rf.No:-IAA/Furniture/2020-21

Dt: -09.01.2020

(NOTICE INVITING QUOTATION)

To,

M/s _____

Sub: Call of Quotation

Name of work: Supply of Furniture at Indian Aviation Academy, Vasant Kunj New Delhi.

1. Sealed quotation is invited by **Sr. Manager Engg. (E-C), IAA, Vasant Kunj New Delhi** for and on behalf of **Director, I.A.A.** from Godrej & Authorized Dealers for the work of **"Supply of Furniture at Indian Aviation Academy, Vasant Kunj New Delhi."** Time allowed 20 Days.
2. The agency is requested to quote the rate against each item shown in schedule attached. The amount for each item shall be worked out and the requisite total given. Special care shall be taken to write rates in figures as well as words and the amounts in figures only in such a way that interpolation is not possible. The total amount shall be written in both figures and in words.
3. Quotations shall be received by **Sr. Manager Engg. (E-C), IAA Vasant Kunj New Delhi** on 11.01.2020 to 15.01.2020 up to 1500 Hrs. on behalf of **Director, IAA** and opened on the 15.01.2020 day at 1530 Hrs. at the following address:
Room No. 101
Sr. Manager Engg. (E-C), IAA
Indian Aviation Academy,
Vasant Kunj New Delhi.
4. The agency is advised to inspect and examine the site and satisfy about the nature of work (Supplying and placing) and the site before submitting the quotation (Annexure-A enclosed). The agency shall be deemed to have full knowledge of the site. Whether inspect it or and no extra charges consequent any misunderstanding or otherwise shall be allowed.
5. The work shall be executed as per the direction of **Sr. Manager (E-C), IAA** on behalf of **Director, IAA.** who will be Engineer- In-Charge for this job. The work shall be carried out to the entire satisfaction of Engineer-In-Charge. Materials not approved by Engineer-In-Charge shall not be used in executing the work.



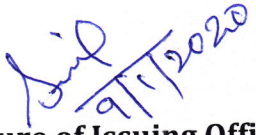
6. The quantity shown in schedule is fixed and there shall be no deviation during actual execution of work. The agency shall carry out the work as per actual site requirement.
7. On completion of work, each item of work shall be jointly inspected and measured by the agency or their authorized representative and the Engineer-In-Charge or representative of Engineer-In-Charge, and entered into the Computerized Measurement Book. All debris, unused materials, painting stains on walls or floors, etc. developed at site during the course of execution of work shall be removed and the area shall be left clean by you as directed by the Engineer-In-Charge without any extra cost.
8. On satisfactory completion of work, final bill shall be submitted by the agency to the Engineer-In-Charge and same shall be processed with following documents: -
 - a) Your final bill
 - b) Other relevant documents, if any.
9. Prices are inclusive of all taxes and duties excluding GST which will be reimbursed as applicable after submission of documents. No other charges shall be paid on any account. The contractor must ensure payment of all applicable taxes / levies to concerned authorities and no claim in case of any lapse by the contractor shall be entertained.
10. The agency is required to attach the **self-attested copies of PAN & Valid GST No. alongwith the quotation.** Quotations received without these documents shall be summarily rejected.
11. The contractor shall be responsible for any damage resulting from his negligence to existing fixtures and will restore, replace or repair any such damage at his own cost to the complete satisfaction of the Engineer-In-charge.
12. **The contractor have to place cellophane tape on the quoted rates wherein correction/insertion/overwriting made, discount offered and total amount before submission of tender documents.**
13. In the event of any dispute of any kind related to the works, decision of the Engineer-In-Charge shall be final and binding on the contractor. Engineer-In-Charge shall mean the **Sr. Manager Engg. (E-C), IAA** and the Site-In-Charge is the authorized officer to carry out general supervision, issue day to day instructions and approved workmanship.
14. All materials, tools and tackles, equipment's, labour skilled and semi-skilled are to be arranged by the contractor. Cost of transportation of labour and material shall have to be borne by the contractor.
15. No T&P or tackles shall be supplied nor can any accommodation be arranged for the staff / workers of the contractor. He shall make his own arrangements for all the above items/facilities.



16. All rates shall be quoted on the SOQ. In case it is found that any firm has not quoted all the rates in the SOQ or some rates have been left blank than it will be presumed by IAA that the firm will executed these items free of cost and amount against these item will betreated as NIL. No consideration in this respect will be entertained by IAA at a later stage.
17. Ten percent of total value of work done shall be deducted as security deposit bill. Which shall be returned to the agency after completion of Defect Liability period.
18. On satisfactory completion of work, final bills shall be submitted by you the Engineer-In-Charge and same shall be progressed with following documents: -
- Your final bill
 - Measurement book jointly signed by you and Engineer-In-Charge or his representative.
 - Completion certificate issued by Engineer-In-Charge.
 - Other relevant documents, if any.
19. You should be responsible to make good and remedy at your own expense of any defect which may develop or may be noticed within the defects liability period which shall be reckoned as 12 months from the certified date of completion. The security deposit 10 % (in the form of BG/DD/FDR) shall be refunded only after expiry of defects liability period.
20. Engineer-In-Charge of the work will accept or reject the work executed according to his judgment.

I/We agree to abide by terms and conditions of the quotation contained as above with my/our signature alongwith my/our offer.

**[Signature of Contractor
With Rubber stamp]**


**(Signature of Issuing Officer)
Sr. Manager Engg. (E), IAA.
Indian Aviation Academy,
New Delhi.**

SCHEDULE OF QUANTITIES

Name of Work : - Supply of Furniture at Indian Aviation Academy, Vasant Kunj, New Delhi.

Sl. No.	Item Description	Units	Quantity	Rate	Amount
1	Supplying and Placing of Single Bed without storage of Godrej Make "Adriana"(Size - L-2060mm x W-1131mm x H-930mm) Bed structure consist of metal frame of M.S. Channels in 1.0 mm thickness. Horizontal Plinths and bottom plinths are made of 25 mm thick prelaminated particle board. Head board is made of 18 mm thick prelaminated particle board with imported H.D.F. foil wrapped decorative trims fixed to it. Tail board is made of 18 mm thick prelaminated particle board imported H.D.F. foil wrapped decorative trims fixed to it. Side rail is mate of 18 mm thick prelaminated particle board imported H.D.F. foil wrapped decorative trims fixed to it. Mattress panels of Bed are made of 18 mm thick prelaminated particle board with all exposed. complete as per manufacturer specification and direction of Engineer in charge.	Nos	36		
2	Supplying and Placing of Single Bed Mattress of Godrej Make "Eleganza" (Size - 78x36x6) complete as per manufacturer specification and direction of engineer in charge.	Nos	36		
3	Supplying and Placing of chairs of Godrej Make "Crescent" complete as per manufacturer specification and direction of engineer in charge.	Nos	40		
4	Supply of Pillow of Godrej Make "Nice" complete as per manufacturer specification and direction of engineer in charge.	Nos	36		
5	Supply of Single "Quilt" of Godrej or equivalent Make complete as per manufacturer specification and direction of engineer in charge.	Nos	36		
6	Supply of Single Bedsheet and Pillow Cover of Godrej or equivalent Make complete as per manufacturer specification and direction of engineer in charge.	Nos	36		
				Total =	

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