

HIGH COURT OF DELHI
SHER SHAH ROAD, NEW DELHI

No. 282 /P&P-II/DHC
Dated: 27-03-2024

TENDER NOTICE

Sub: Inviting sealed Quotations for purchase of the following Furniture & Furnishing Items to be used at Delhi High Court, Guest House .


Item	Size	Qty	Description of Item
Bed King Size	7' X 6'	6	Supply and placing of double bed with framework in superior quality teakwood / PU coating over polish, Upholstery in fabric/ leatherite over foam of 32 density as required at back, height as per requirement with 6" mattresses of superior quality, size 6'-6" X 6', having pocket spring with rich plush layer of memory foam.
Bed side table	1'-6" X 1'-6"	11	Supply and placing of bed side tables in superior quality teakwood / PU coating over polish, height as per requirement.
Single seater Sofa	2'-3" X 2'-6"	5	Supply and placing of sofa sets with framework in superior quality teakwood / upholstery, fabric/leatherite over foam of 32 density in seat, back and arms (wherever required), with PU coating over polish, with small cushions of 16" x 16" as per requirement.
2 seater Sofa	5' X 2'-6"	7	
3 seater Sofa	6' X 2'-6"	3	
Sofa Side Table (square/round)	2' X 2'	8	Supply and placing of sofa side tables in superior quality teakwood / PU coating over polish, height as per requirement.
Study Table	3'-10" X 1'-8"	6	Supply and placing of Study Tables in superior quality teakwood / PU coating over polish, with soft closer drawers as per requirement.
Center Table	2'-6" X 4'	2	Supply and placing of centre tables in superior quality teakwood / PU coating over polish/ table top in stone and height as per requirement.
Center Table	1'-10" X 1'-10"	1	
Dining Table (8 seater)	4' X 8'	1	Supply and placing of dining table in superior quality teakwood / PU coating over polish/ table top in stone as per requirement.
Dining chairs	1'-6" X 1'-6"	8	Supply and placing of chairs with framework in superior quality teakwood / upholstery in fabric/leatherite over foam of 32 density in seat and back, with PU coating over polish and height as per requirement.
Study chair	1'-6" X 1'-6"	6	
Chairs	2'-1" wide	4	
Easy Chair	2'-4" wide	1	
Receptionist Chair	2'-4" wide	1	
Visitors' Chair	1'-6" X 1'-6"	2	
Cabinet	7' X 2'-6"	1	Supply and placing of cabinet in superior quality teakwood / 18mm thick HDHMR board /PU coating over polish, top in stone, as required, design and height as per requirement.
Reception Desk	6'-6" X 2'-6"	1	Supply and placing of Office Table in superior quality teakwood / 18mm thick HDHMR board / PU coating over polish / table top in glass, design as per requirement
Side Credenza	1'-6" X 3'	1	Supply and placing of side Credenza of superior quality teakwood / 18mm thick HDHMR board / PU coating over polish, glass on top, design as per requirement.
Blinds	As per site	As per site	Providing & fixing of roller/zebra/wooden/venetian blinds of superior quality, operating with motor with remote, as per requirement.

The terms & conditions of this Tender are as under:-

1. The tenderer(s) are required to submit the necessary quotation(s) along with Earnest Money Deposit (EMD) of 2% of total proposed cost of above mentioned items by way of Demand Draft or Bankers Cheque drawn in favour of "The Registrar General, Delhi High Court" payable at New Delhi. No claim of interest shall be entertained on EMDs.
2. The quantity of the items may increase/decrease.
3. Quotations received without EMD shall be summarily rejected and no request for waiver will be entertained.
4. The tenderers are expected to examine all the instructions, proformas, terms & conditions and specifications in the tender documents. Failure to furnish all information sought for in the tender document in any respect will be at the tenderers' risk and may result in rejection of the tender.
5. Sealed envelope containing quotation (**strictly as per Annexure—'A'**) & EMD must reach the Admn. Officer (Judl.) (P&P-II), 1st Basement, Administrative Block, Delhi High Court, New Delhi on or before **16.04.2024 till 5:30 P.M.** No quotations shall be entertained **after 16.04.2024.**
6. The quotations must clearly mention the rates inclusive of GST/Tax rate, technical specifications, guarantee/warranty period and the delivery schedule of the product being offered.
7. The envelopes superscribing on the top "**Quotation for Furniture & Furnishing Items**" should be addressed to "**The Registrar General, Delhi High Court, New Delhi**". Envelope(s) received without subject superscribed shall be summarily rejected.
8. The rates offered by the tenderer(s) should be valid for 90 days from the last date of submission of quotations. Quotations without the validity of rates shall be summarily rejected. Rates quoted shall include delivery charges at 21 Canning Lane in Delhi.
9. The time is the essence of the tender. The supply of the item as per the required specifications shall be required to be delivered strictly as per the schedule given by the successful tenderer and agreed upon by this Court.
10. The tenderers shall also be required to place the furnitures at the site i.e. Bungalow No. 21 Canning Lane, New Delhi as per requirement of this Court.
11. This Court is not bound to accept the lowest tender and reserves the right to reject or accept any or all of the tenderers, partly or completely, at any time without assigning any reason thereof.
12. The EMD of all the tenderers, except those of the lowest three tenderers, shall be returned to tenderers on their written request after finalization of Tender Process. The EMD of successful tenderer will be returned only after supply and successful execution of the purchase order placed on the said tenderers after fulfilling all codal formalities against receipt.
13. The EMD of L-2 & L-3 will be returned after issuance and complete execution of the Purchase Order to the successful tenderer(L-1). If the offer of quotation is withdrawn by the said tenderer(L-1) after opening of tender or on account of any other default, the EMD shall be forfeited and the said vendor will be blacklisted to participate in future tenders of this Court.
14. The payment will be made after full supply is received and accepted as per approved specifications against single supply order. No advance payment will be made in any case.
15. Overwriting/over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the tender invalid.

16. The tenderers shall be required to furnish an undertaking (**strictly as per Annexure—'B'**) that the firm/Partner/Director/Proprietor has not been blacklisted/banned and its Business dealings with the Central/State Government/Public Sector Undertaking/Autonomous Bodies have not been banned/terminated on account of poor performance/conduct and also that all the terms and conditions of the instant Tender Notice are acceptable to them. The quotation received without undertaking shall be summarily rejected.
17. In case the tenderers want any clarification regarding this Tender, Mr. Akash Malhotra, Admn. Officer Judl. (P&P-II) at Tel. No.011-43010101 (Ext. 4554), Mobile No. 8527970999 may be contacted.
18. This Court will deal with the tenderers directly and no middlemen / agents / commission agents, etc., should be asked by the tenderers to represent their cause and they will not be entertained.
19. All the pages of quotation including the documents submitted therein must be duly signed and stamped failing which the offer shall be liable for rejection.
20. In case of non-supply or short supply of items by the tenderer, if this Court is required to make purchase from outside at higher rates, the loss, if any, sustained by this Court would be recovered from the tenderer.
21. The tenderers shall furnish designs of the aforesaid items along with their bids and shall be ready with a 3D presentation of the furniture layout which they will be required to present as and when called.
22. Tenderer may visit the site i.e. Bungalow No. 21, Canning Lane, New Delhi-110001 before submitting their tenders.

This Court reserves the right to reject any bid or cancel the bidding process at any stage without assigning any reason/prior notice and return the EMD to the respective vendor(s).


(Mukesh Kumar)
Joint Registrar (P&P-II)
For Registrar General

Format of Tender

- (1) Name of the tenderer with address :
- (2) Name of the Contact Person with Telephone No./Mobile No./E-mail ID
- (3) GST No. (attach a copy also)
- (4) PAN No. (attach a copy also)
- (5) Whether all the terms and conditions of Tender are agreeable
- (6) Lowest Rates of Customized items as per Table mentioned below:

Item	Size	Qty	Description of Items	Unit Rate (Exclusive of Tax)	GST (in Rs.)	Total (Rs.)
Bed King Size	7' X 6'	6	Supply and placing of double bed with framework in superior quality teakwood / PU coating over polish, Upholstery in fabric/ leatherite over foam of 32 density as required at back, height as per requirement with 6" mattresses of superior quality, size 6'-6" X 6', having pocket spring with rich plush layer of memory foam.			
Bed side table	1'-6" X 1'-6"	11	Supply and placing of bed side tables in superior quality teakwood / PU coating over polish, height as per requirement.			
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Center Table	2'-6" X 4'	2	Supply and placing of centre tables in superior quality teakwood / PU coating over polish/ table top in stone and height as per requirement.			
Center Table	1'-10" X 1'-10"	1				
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Blinds	As per site	As per site	Providing & fixing of roller/zebra/wooden/venetian blinds of superior quality, operating with motor with remote, as per requirement.			

Dated: _____

SIGNATURE
(WITH STAMP)

Annexure-'B'

UNDERTAKING

I/We undertake that the firm (name of the firm) or its Partner/Director/Proprietor has not been blacklisted/banned and its Business dealings with the Central/State Governments/Public Sector Undertaking/Autonomous Bodies have not been banned/terminated on account of poor performance/conduct.

I/We undertake that all the terms and conditions of the instant Tender Notice are acceptable to me/us.

Signature of the authorized Signatory
of the firm/company/organization
Official Stamp/Seal

Date:-

Place:-