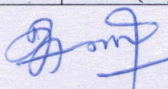


Sub: Quotation for Spares and Servicing of Chairs – Reg.


Dear Sir / Madam,

You are requested to quote your lowest rate for spares and servicing charges as per the specifications on the terms and conditions given below:

Sl. No	Description of Works	Qty (Please refer to Annexure – I as Indicative Images of Chairs Model & Type)	Rate per unit	Amount (Rs.)
1	Bottom Mechanism Central Tilt Mechanism / Synchro Mechanism: Conventional mechanism with two lever control for lock and seat height adjustment. Mechanism made out of MS Plate thickness is 3mm and seat tilting angle is 0°-10° and back tilting angle is 87°-109° (min 17° tilt). Also, it has the back tension adjustment knob.	Type-1 Chairs = 12 Nos Type-3 Chairs = 4 Nos. ----- Total Chairs = 16 Nos. -----		
2	Hydraulic Piston Gas lift pipe diameter 50mm and has a Height adjustment stroke of 100-200mm	Type-1 Chairs = 35 Nos. Type-2 Chairs = 8 Nos. Type-3 Chairs = 45 Nos. Type-4 Chairs = 5 Nos. ----- Total Chairs = 93Nos. -----		
3	Rolling Wheel CASTERS: The twin wheel castors are injection moulded in black nylon and diameter of Castor 60 mm.	Type-1 Chairs = 30 Nos. Type-2 Chairs = 5 Nos. Type-3 Chairs = 15 Nos. ----- Total Chairs = 50 Nos. -----		
4	Handle ARM REST: The armrests are made up of black integral skin polyurethane with 40-55 Shore Hardness and reinforced with 2mm thick M.S. insert. The armrests are fitted to the seat with seat/armrest connecting strip assembly made of powder coated 6mm thick HR steel.	Type-2 Chair = 1 No. ----- Total Chair = 01 No. -----		
5	Bottom Seat Wood SEAT: The seat is made up of 12mm thick (7 layers) hot pressed plywood and moulded polyurethane foam 50mm thick seat upholstered with fabric. The bottom cover made up of injection moulded in black polypropylene to cover the plywood. Seat size 475 mm (W) X 450 mm (D).	Type-1 Chair = 1 No. ----- Total Chair = 01 No. -----		

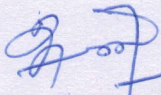

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Sl. No	Description of Works	Qty (Please refer to Annexure – I as Indicative Images of Chairs Model & Type)	Rate per unit	Amount (Rs.)
6	Back Rest Net BACKREST: The outer frame of back rest made up of injection moulded in black Nylon and the Inner frame is made up of injection moulded in black polypropylene. Inner frame upholstered with mesh fabric then assembled with outer frame. Back rest sizes 550mm (H) x 400mm (W).	Type-1 Chairs = 02 Nos. Type-2 Chair = 01 No. Type-3 Chair = 01 No. ----- Total Chairs = 04 Nos. -----		
7	Bottom Seat SEAT FORM: Foam made out of moulded Polyurethane foam with the following properties: Density: 45-50 Kg/m ³ , Hardness: 15-20 Kgf, Compression set: 50%, 10Max, Tensile strength: 0.9-1.2 Kg/cm ² , Tear strength (Min): 2.2 N/cm, Resilience: 50%-60% Comfort / Indentation Factor: 2Min.	Type-1 Chairs = 03 Nos. Type-3 Chair = 01 No. ----- Total Chairs = 04 Nos. -----		
8	PISTON LEAVER END CAP: Plastic moulded of 3"x1" size connection with MS leaver.	Type-1 Chairs = 07 Nos Type-2 Chair = 01 No. Type-3 Chairs = 02 Nos. ----- Total Chairs = 10 Nos. -----		
9	BOLTS AND NUTS: Necessary 1.5" allen key bolts and nuts and screws to be fixed as per the requirement.	Type-1 Chairs = 10 Nos. Type-2 Chairs = 03 Nos. Type-3 Chairs = 05 Nos. Type-4 Chairs = 02 Nos. ----- Total Chairs = 20 Nos. -----		
10	SERVICE CHARGE: Labor charge for Restoration of chairs including removing and re-fixing of parts, lubrication of piston, necessary bolts and nuts etc. complete	Total Chairs = 170 Nos.		
Total amount excluding GST and including service charges				
GST@_____%				
Total amount including GST and service charges				



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Terms & Conditions:

1. The above cost should be inclusive of Supply, Freight and Service charges.
2. **Work to be done at:**
Hostels, Indian Institute of Management Tiruchirappalli,
Trichy- Pudukkottai High way, Chinna Suriyur, Tiruchirappalli – 620 024.
Contact: Email: purchase@iimtrichy.ac.in | Phone: 0431 – 2505121/22/56
3. **Warranty:** Minimum 1 (one) year warranty should be given for all the spares and the repair work.
4. **Site Visit:** It is mandatory for the bidder to visit the site and inspect the chairs before submission of the quotation. Since it is a supply cum repair work, the bidder can't understand and provide the reasonable rate without visiting the site.
5. The bidders are requested to send the email to estatemaintenance@iimtrichy.ac.in for fixing appointment to visit the site during office hours between 10.00 am and 5.00 pm on working days only.
6. **Pre-Bid Meeting:** Bidders are requested to visit the site before attending the Prebid meeting. Pre-bid meeting will be held on Tuesday, 28.09.2021 at 15.00 Hrs. as details given below:
**Deans Office Meeting Room, First Floor of the Admin Block,
Indian Institute of Management Tiruchirappalli,
Trichy- Pudukkottai High way, Chinna Suriyur,
Tiruchirappalli – 620 024.
Contact: Email: purchase@iimtrichy.ac.in | Phone: 0431 – 2505121/22/56**
7. Bidders are requested to mail the doubts to purchase@iimtrichy.ac.in after the site visit, prior to the pre bid meeting to enable us to clarify the doubts in the pre-bid meeting itself.
8. Bidder should consider the corrigendum/Addendum published in IIM Trichy website on the tender page from time to time before submitting the bids.
9. The work needs to be completed within 15 days from the date of receipt of the work order. If the agency/firm fails to complete the work within the stipulated period, the work order will be cancelled.
10. If you have any technical queries, please e-mail: estatemaintenance@iimtrichy.ac.in / Phone: 0431 – 250 5048/5156 before submission of quotation.
11. *The vendor should quote the rate for all the items, failing which the quotation will not be considered for evaluation.*
12. *The bidder should submit the tender/quotation duly signed and stamped on all the pages.*
13. The vendor should be a GST registered vendor and the GST Number should be mentioned in the quotation.

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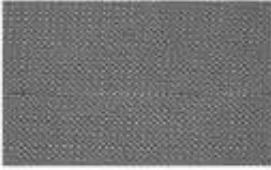








14. IIMT reserves the right to change/ extend/ modify/ amend or delete any of the conditions, clause or items stated therein any or all provisions of this RFQ document. Such revisions/amendments/ corrigendum will be made available on the website of the IIMT Tender portal.
15. IIMT also reserves the right to withhold or withdraw the process at any stage with intimation to all the bidders who have submitted the quotation/tender.
16. IIMT will not be responsible for any loss in transit or postal delay.
17. **Payment:** 25 days from the date of successful completion of work along with submission of Invoice / Bill. ***Payment will be made for the actual number of chairs to be repaired and the replacement of spares.***
18. Indicative Images of the Chairs are attached as **Annexure-I**.
19. Tax will be deducted as per the rule in force.
20. Any legal disputes that may arise shall be subject to the jurisdiction of Madurai Bench of Madras High Court.
21. GST Number of IIM Tiruchirappalli is **33AAAAI5004R1ZO**.
Quotation should be submitted in the sealed cover super scribing ***“Quotation for Spares and Servicing of Chairs”*** addressed to, “The Chief Administrative Officer (i/c), IIM Tiruchirappalli, Trichy-Pudukkottai Highway, Chinna Suriyur, Trichy – 620 024 to reach us on or before **3.00 PM 11th October 2021**.



Administrative Officer (S&P)

ANNEXURE – I
Indicative Images of Chair Models & Types

Type - 1	
Type - 2	
Type - 3	
Type - 4	

 <p>Mesh – Back Breathable, fire retardant mesh designed to flex and take shape of the back.</p>	 <p>Comfortable Armrest Fixed arms with wide armrest is designed to provide sufficient space to your arms while working</p>	 <p>Back support Adjustable lumbar support to support lower back support to one that is just right for you</p>
 <p>Adjustable Height Raising and lowering the height of the seat with the lever</p>	 <p>Tilt Lock Mechanism A tilt lock mechanism of the chair for working at an upright posture when required</p>	 <p>Tilt tension Mechanism A tilt-tension knob underneath the seat makes it easier or harder to rock back in your chair</p>
 <p>360-Degree Swirl With versatility in its motion range, the office chair swirls 360 degree from one direction to another</p>	 <p>Nylon Legs 25-inch diameter base to prevent any chance of toppling while reclining</p>	 <p>Nylon Castors Strong and durable nylon casters ensure smooth-rolling mobility</p>