

**Sub: Notice Inviting Tender for Supply of Spares and Servicing of Chairs at  
IIM Tiruchirappalli**

Indian Institute of Management Tiruchirappalli (IIM Tiruchirappalli), an Institute of National Importance, established by the Ministry of Education (Shiksha Mantralaya), Govt. of India. More details about IIM TIRUCHIRAPPALLI are available on our website <http://www.iimtrichy.ac.in>.

IIM Tiruchirappalli invites Tender for Supply of Spares and Servicing of Chairs at IIM Tiruchirappalli as per the specifications on the terms and conditions given below:

S. No	Description of work	Quantity	Rate per Unit	Amount
<b>Model – 1 (Chair with writing pad ) Total Chairs – 124 Nos</b>				
1	Supply and Fixing Arm rest PU Semi foam type	60 Nos		
2	Supply and Fixing Hydraulic gas lift (100 mm ht)	55 Nos		
3	Supply and Fixing Tilting lock Knob (Plastic)	82 Nos		
4	Supply and Fixing Hydraulic lifting Lock Knob (Plastic)	30 Nos		
5	Removal of existing writing pad and pipe, including gridding, spray painting & finishing etc. completed	124 Nos		
6	Supply and Fixing of Backrest L Plate & Shaking Problem rectification	7 Nos		
7	Supply and Fixing Base Bush – (Rubber)	35Nos		
8	Supply and Fixing fabric Cloth Change (both back rest and seat)	3 Nos		
9	Labour Charges for chair repair and service work	124 Nos		
<b>Model – 2 (Total Chairs – 10 Nos)</b>				
10	Supply and Fixing Armrest PP material – Set	2 Nos		
11	Supply and Fixing Hydraulic gas lift (100 mm ht)	10 Nos		
12	Supply and Fixing Base Tilting Set	4 Nos		
13	Supply and Fixing PP Base (Polypropylene)	4 Nos		
14	Labour Charges for chair repair and service work	10 Nos		

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Model - 3 (Total Chairs – 40 Nos)				
15	Supply and Fixing Hydraulic gas lift(100 mm ht)	7 Nos		
16	Supply and Fixing Arm rest Set (both left and right side)	9 Nos		
17	Supply and Fixing Base Bush – (Rubber)	100 Nos		
18	Supply and Fixing Hydraulic lifting Lock Knob (Plastic)	11 Nos		
19	Supply and Fixing Tilting lock Knob (Plastic)	8 Nos		
20	Supply and Fixing fabric Cloth Change (both back rest and seat)	2 Nos		
21	Labour Charges for chair repair and service work	40 Nos		
Model - 4 (Total Chairs – 16 Nos)				
22	Supply and fixing Backrest full set	1 Nos		
23	Supply and Fixing Base Tilting Set	1 Nos		
24	Supply and Fixing Hydraulic gas lift(100 mm ht)	11 Nos		
25	Supply and Fixing Base Bush – (Rubber)	40 Nos		
26	Supply and Fixing Hydraulic lifting Lock Knob (Plastic)	1 Nos		
27	Labour Charges for chair repair and service work	16 Nos		
Model - 5 (Total Chairs – 35 Nos)				
28	Supply and Fixing of Seat Bottom – Fabric Cloth Change (including all labour charges remove, re-fixing & services etc completed)	35 Nos		
Total amount including Supply, Labour, Repair, Service, Packing, forwarding, Loading and unloading, freight, etc., (excluding GST)				

**Terms & Conditions:**

1. The above cost should be inclusive of Supply, Labour, Repair, Service, Packing, forwarding, Loading and unloading, freight, etc. and **excluding GST**.
2. **Work to be done at:**

Indian Institute of Management Tiruchirappalli,  
Trichy- Pudukkottai High way, Chinna Sooriyur, Tiruchirappalli – 620 024.

**Contact: Email: [purchase@iimtrichy.ac.in](mailto:purchase@iimtrichy.ac.in) | Phone: 0431 – 2505121/22/57**

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3. The Bidder (s) should be registered with the Goods and Services Tax council for the purpose of Goods & Service Tax (GST). A copy of the GST registration certificate has to be submitted with the tender document. A copy of the GST Registration Certificate, PAN and Bank account details should be submitted along with the Bid. The names appearing on all these documents and the tender document should be the same or linked.
4. **Delivery Schedule:**

The work needs to be completed **within 15 days** from the date of receipt of Work order. If the agency/firm fails to complete the work within the stipulated period, the Work order will be cancelled.
5. **PAYMENT TERMS:**
  - a. No advance payment will be made in any case.
  - b. Payment will be released after successful completion of Supply of all the materials and completion of servicing/repairing work within 25 days, Subject to submission of Invoice/Bill with all relevant documents etc.
  - c. TDS and any other Government levies applicable on bills as per Government instructions/ notifications issued from time to time shall be applicable and deducted from 'Supplier/Vendor/Service Provider' s bills.
6. **Warranty: Minimum 1-year warranty should be given for all the spares and work.**
  - **Site Visit:** It is advised 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 provide the reasonable rate without visiting the site. The bidders are requested to send the email to [estatemanager@iimtrichy.ac.in](mailto:estatemanager@iimtrichy.ac.in) / [estatemaintenance@iimtrichy.ac.in](mailto: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.
7. Bidder should take into account the corrigendum/Addendum published in IIM Tiruchirappalli website in tender page from time to time before submitting the bids.
8. If you have any technical queries, please e-mail: [estatemanager@iimtrichy.ac.in](mailto:estatemanager@iimtrichy.ac.in) / [estatemaintenance@iimtrichy.ac.in](mailto:estatemaintenance@iimtrichy.ac.in) / Phone: 0431 – 250 5048/5157/5166 before submission of quotation.
9. *The vendor should quote the rate for all the items, failing which the quotation will not be considered for further evaluation.*
10. *The bidder should submit the tender/quotation duly signed and stamped on all the pages.*
11. 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 Tender document. Such revisions / amended/ corrigendum will be made available on the website of IIMT Tender portal.

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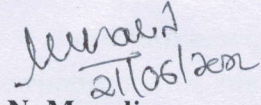
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12. IIMT also reserves the right to withhold or withdraw the process at any stage with intimation to all the bidders who have submitted the quotation/tender.
13. IIMT will not be responsible for any loss in transit or postal delay.
14. Indicative Images attached as **Annexure-I**.
15. Tax will be deducted as per rule in force.
16. Any legal disputes that may arise shall be subject to the jurisdiction of Madurai Bench of Madras High Court.
17. GST Number of IIM Tiruchirappalli is **33AAAAI5004R1ZO**.

Tenders should be submitted in the sealed cover super scribing "***Tender for Supply of Spares and Servicing of repaired Chairs at IIM Tiruchirappalli***" addressed to, "The Chief Administrative Officer (i/c), IIM Tiruchirappalli, Trichy Pudukkottai Highway, Chinna Sooriyur, Trichy – 620 024 to reach us ***on or before 3.00 PM, 12<sup>th</sup> July 2022.***

  
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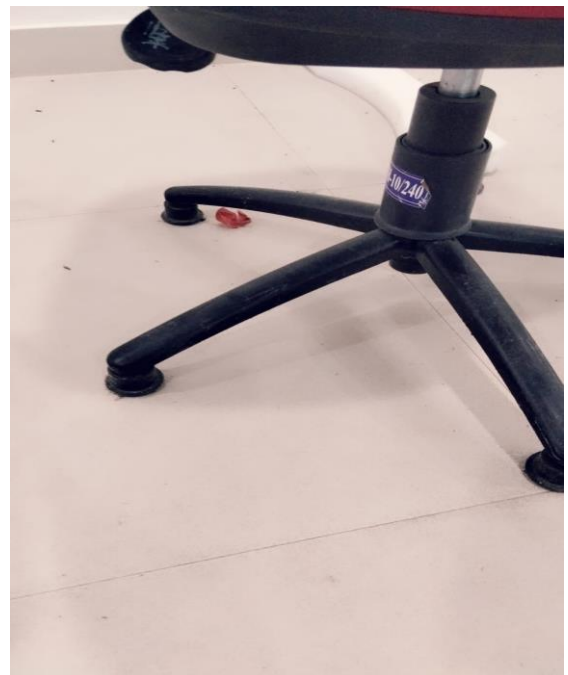
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ANNEXURE – I  
Indicative Images of Chair Models

MODEL - 1



## Model – 2



## MODEL – 3





## MODEL – 4





## MODEL 5

