



**Government College Of Engineering  
Amravati**

(An Autonomus Institute of Govt of Maharashtra)  
''Towards Global Technological Excellence''



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Enquiry Letter

GCOEA/ WS/ Furniture Repair/ 2023/ 542

Date: 02/ 02 /2023

To,

M/S web site  
GCOEA

**Subject :-** Quotation for the supply **Furniture Repair & Accessories** for the Workshop Dept

Dear Sir,

As per the above subject **Furniture Repair & Accessories** for the Workshop Dept., you are required to quote the lowest reasonable rate for the following item/s mentioned below. The sealed envelope should reach the undersigned on or before 10/02/2023 -3.00 p.m. Opening Date 11/02/2023- 4.00 p.m.

Sr.No	Description/Specification	Qty
1	Wooden Chair Repairing- Material with Labor Charge	01 Nos
2	Wooden Table & Desk Benches Repairing Material with Labor Charge	01 Nos
3	Cupboard Lock With Fitting Charges	01 Nos
4	Cupboard Handle With Fitting Charges	01 Nos
5	Cupboard Locker Big Size	01 Nos
6	Cupboard Locker Small Size	01 Nos
7	Revolving Chair Hydraulic Cylinder with Fitting Charges	01 Nos
8	Castor Wheel with Base -with Fitting Charges	01 Feet
9	Only Castor Wheel per Unit	01 Nos
10	Handle of executive chair rate per Unit	01 Nos
11	Caning of wooden and S type chair	01 Nos
12	Polishing and painting of wooden chair in running feet	01 Nos
13	Painting of steel furniture in running feet	01 Nos

**TERMS AND CONDITIONS**

1. **Submission of Quotation:** Two Envelope method of submission of quotation should be followed i.e. the Sealed Envelope of quotation should consists of two envelope viz., Envelope 1 (Technical Bid) and Envelope 2 (Commercial Bid).

**Envelope 1 (Technical Bid) shall consist of following:**

- i) Registration Certification of the manufacturer / Supplier / shop Act

- ii) If supplier is not manufacturer, then Certificate of authorized dealership
- iii) G.S.T. Registration Certificate
- iv) Proof of payment of G.S.T. up to March 2022
- v) Proof of manufacturing / supplying the items in the quotation (List of Supply orders of other organizations / establishments).
- vi) Specifications of the Goods along with Product catalogue / leaflet / information brochure, photographs of the Equipment / Goods / Furniture.
- vii) Undertaking regarding quality and after sales service for the warranty period.
- viii) Conditions of supply, if any, should be properly and explicitly mentioned in the quotation.

**Envelope 2 (Commercial Bid) shall consist of following:**

- i) All inclusive Rates of Goods / Items / Equipment /Furniture, clearly mentioning the basic rates and various taxes. The rates shall be preferably mentioned both in words and figures.
- ii) All prices must be for destination at Government College of Engineering, Amravati and at specified place/ Laboratory /Department.
- iii) All prices must be for inclusive of packing, forwarding, freight & insurance.
- iv) All prices must be for inclusive of Installation, commissioning charges testing and training, if required.


The Reference no. of this letter and last date of submission of quotation must be mentioned on the envelope containing quotation. **The bidder unable to fulfill the requirements of Technical Bid shall be considered as Invalid and commercial bids of such bidders shall not be opened and considered for evaluation / comparison.**

2. **Validity:** The rates must be valid for 60 days from the date of opening of quotations.

The undersigned reserve the right, without assigning any reason, to;

- i) Cancel/ reject the entire lot of quotation
- ii) To extend the last date for submission of quotation

Address:- Principal, Government College of Engineering, Near Kathora Naka, Amravati 444604

  
Principal  
Govt. College of Engineering,  
Amravati