

**West Bengal Biotech Development Corporation Ltd.
4, Camac Street, 2nd Floor, Kolkata 700016**

Notice Inviting Tenders

No. 338-WBBDC/ 15-2/2009

Dated :-13/12/2011

Sealed tenders are hereby invited from reputed manufacturers /dealers/suppliers of best quality chairs for office use at EN-24, Salt Lake, Sector-V, Kolkata -700 091.

The revolving chairs should have the following **minimum quality**:-

- Scientific and ergonomic seat back design
- Leatherette Finish
- All T-nut fittings
- Synchro-tilt mechanism and single point locking
- Hydraulic mechanism
- High density foam should be used
- Twin-wheel nylon castors
- Base should be of hard chrome
- Frame should be of 14 Gauge CRC pipe of 1" Diameter
- Powder Coating of 770 microns
- Seat should be of polyurethane foam of 45-50 density
- Back should be of polyurethane foam of 35-40 density
- Seat and back covers should be of polypropylene

The number of chairs of different qualities will be as follows:-

1. Chairs for Chairman, MD, Minister-in-Charge, Special Officer & full time Director - 5 nos.
2. Chairs for Registrar, Section Officer and Directors - 4 nos.
3. Chairs for Staff - 20 nos.
4. Chairs for Reception and 3 nos. of PAs = 4 nos.
5. Chairs for Group 'D' Staff - 4 nos.
6. Visitors' chairs for MD - 6 nos.
7. Visitors' chairs for Chairman - 6 nos.
8. Visitors' chairs for Minister-in-Charge - 6 nos.
9. Visitors' chairs for PA - 2 nos.
10. Other visitors' chairs - 8 nos.
11. Conference room chairs - 20 nos.

The actual number of chairs may vary at the time of issuing supply order. The colour of the chairs will be specified at the time of issuing the supply order.

Sd/-

Managing Director
W.B. Biotech Development Corporation Ltd.

Terms and Conditions

1. Tenders must submit a refundable deposit of ₹ 10,000/- (Rupees Ten thousand only) as A/c payee demand draft/ bankers' cheque along with the tender paper. The same should be drawn in favour of [West Bengal Biotech Development Corporation Ltd.](#) Without it, the tender will not be considered.
2. 3% of the tendered amount of the successful tenderer will be kept as EMD and will be released after 3 (three) months of supply, if the performance of the supplied articles are satisfactory.
3. Tenderers must give the full description of the quality of chairs intended to be supplied. Any discrepancy, if found at any stage will attract penal measures.
4. Tenderers must submit colour photoprints of each variety of chairs intended to be supplied. The Authority may demand to see the actual item, if needed.
5. The warranty on all items (including all parts) should not be less than a year from the date of actual supply. Longer period of warranty is preferred.
6. The minor repairs, if any, must be done (within 24 hours from lodging complaint) on site during the warranty and even after.
7. The tenderer must have supplied similar articles worth ₹ 5 lakh (in a single order) in the recent past (within 1 year).
8. The tender must be submitted on letterhead of the company. It must contain all relevant details of contact of the tenderer. The tenderer must submit a list of its past clients and quantum of supply including the cost. It should also submit the documentary evidence in support of its claim so made. The tender paper must contain a paragraph duly signed & sealed by the authorized signatory to the effect that, "I will abide by all the terms and conditions described in the tender notice and I understand that any deviation may invite cancellation of my tender at any stage".
9. The tenders may be submitted in the relevant box kept at the office of the Corporation at 4, Camac Street, 2nd Floor, Kolkata 700016 up to [2.00 pm](#) on [22.12.2011 \(Thursday\)](#).

10. The tenders will be opened on the same day at 3.00 pm. The tenderers or their representatives may remain present at the time of opening the tenders. However, their absence will not hinder the process.
11. The successful tenderer shall have to supply the tendered articles within 7(seven) days from the date of issuance of the supply order.
12. The articles are to be supplied at the site at the cost of the successful tenderer.
13. No payment shall be made in advance. TDS and other deductibles will be deducted from billed amount as per norms.
14. Refundable deposit will be refunded to the all the tenderers within a period of 21 days on application.
15. The Authority reserves the right to cancel any or all tenders without assigning any reason thereof.
16. In case of any dispute, the decision of the Authority shall be final.

Sd/-
Managing Director
W.B. Biotech Development Corporation Ltd.