

**VAIKUNTH MEHTA
NATIONAL INSTITUTE OF COOPERATIVE MANAGEMENT
UNIVERSITY ROAD, PUNE 411 007**

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TENDER DOCUMENTs are invited for Repairing of following work

1. Dry Cleaning of 438 classroom chairs.
2. Painting/polishing and repairing (if required) of 172 wooden beds.
3. Painting/polishing of 82 wooden study tables.
4. Repairing and Painting of 72 big size Iron cupboard.
5. Painting/ polishing and repairing (if required) of 100 wooden doors.
6. Painting/ polishing and repairing (if required) of 98 wooden cupboards.
7. Repairing of 60 wooden single seater sofa Chairs.
8. Repairing of 18 sofa set (single & three seaters).

Tender Document No.	:	VM/GAD-REPAIRS/2020-21
Processing Fee	:	NIL
Earnest Money Deposit (EMD) Only from the Successful Bidder	:	Rs. 20000.00 for each work (Rs. Twenty Thousand only) for each work
Pre-bid Meeting	:	01/03/2021
Last Date of Submission of Tender	:	03/03/2021 [before 01.00 PM]

The Director, VAMNICOM, Pune reserves the right to cancel the entire tender process without assigning any reason thereof.

1. Instructions to fill-up the Tender Document

- 1.1 The Vendors/Bidders should submit their quotations/ bids, complete in all respect in different sealed envelopes for the each works.
- 1.2 Bids, received shall be opened in the presence of Authorised Officials of VAMNICOM and representatives of bidders who choose to remain present. If any of the required papers/certificates as specified in this notice are not included or not in proper order will be disqualified. VAMNICOM at its discretion may accept or reject any quotation which it deems unfit.
- 1.3 Sample of the work was placed before the vendors in a pre-bid meeting held on 1st March, 2021. The quality of the work after completion shall be in consonance with the samples placed before the vendors in pre-bid meeting.
- 1.4 The Quotations will be opened on 03/03/2021 at 03.00 PM in the presence of Authorised Officials of VAMNICOM and representatives of bidders who choose to remain present.
- 1.5 Quotations received without sealed covers and rates not quoted in specified proforma will not be accepted. Bids may reach to the office of Registrar, VAMNICOM within the stipulated time.
- 1.6 Each page of the Quotations submitted needs to be properly numbered, stamped and signed. Loose paper will not be accepted.
- 1.7 Tender document must be submitted on or before the last date of the tender.
- 1.8 The quantification of works will be done after selection of the vendor.

2. Criteria for selection:

- A. The Lowest (L - 1), L-2 and L-3 Bidder will be announced on the same day of the bid opening to whom preparation of respective sample item(s) will be assigned.
- B. The quality of the work will be scrutinized by the Purchase Committee of VAMNICOM and Institute reserve the right to place order to Multiple Vendors at same rate.
- C. If the Institute not satisfied with the quality of work of the any Vendor to whom work order has been placed the contract may be terminated at any moment.
- D. The running bill payment will be made to the vendor, only on the satisfaction of the Purchase Committee.

4. Earnest Money Deposit (EMD)

The Bidder/Vendors may submit their quotation(s) for one or more work and all the successful bidders are required to submit an Earnest Money Deposit (EMD) of Rs. 20,000/- (Rs. Twenty Thousand only) separately for each work through NEFT or Demand Draft drawn in favour "THE REGISTRAR VAMNICOM, Pune" and payable at Pune.

Desirable Qualifications:

1. Company's profile in prescribed format at ANNEXURE-A.
2. GST Certificate.
3. Proof of Annual Turnover of past three years.
4. Copy of Income Tax Returns of past three years.
5. Copy of PAN card, Aadhar Card, TIN.
6. The bidder must submit an undertaking on its letter head that they have not been blacklisted by any State/Central Government or PSU Department in India.
7. The bidder should submit a No objection certificate in prescribed format (ANNEXURE-B) pertaining to allocation of work among the L-1, L-2 and L-3 vendors after negotiation on their letter head.
8. Bidders/ vendor should submit proof of experience i.e. work orders, experience certificates from Center or State Government or PSUs or any private company.

ANNEXURE-A

Sl. No.	Particulars	Information
1	Name of the Agency	
2	Postal Address	
3	Telephone	
4	Mobile Number	+ 91 -
5	E-mail address	
6.	Website (if any)	
7	Nature of the Company	Private Ltd/ Public Ltd./ Proprietary / Partnership
8	PAN No.	
9	GST No. of the Company	
10	Annual Turnover (in Rs.)	

Signature & Stamp of authorized representative

Name:

Designation:

Date:

Place:

ANNEXURE - B

No objection Certificate to VAMNICOM, Pune - 411 007

I, _____ the Proprietor/Representative of
M/s _____ have consented with the offer of
VAMNICOM, Pune and I have no objection in connection with preparation of sample of
repairing item(s) by L - 1, L - 2 and L - 3 Vendor/Bidders selected by the VAMNICOM
Committee.

**Signature
Stamp of the Firm**

ANNEXURE - 1

Classrooms' Revolving Chairs of ---- Make

Sr. No.	Particular	Unit	Unit Rate (in Rs.)
1.	Dry Cleaning * (Manual)	1 Chair	
2.	Replacement of Handle	Piece	
3.	Replacement of Hydraulic Nob / Gas lift	1 No.	
4.	Replacement of broken wheel	1 No.	
5.	Replacement of back support	1 No.	
6.	Replacement of damaged foam (3 inch)	1 Chair	
7.	Fabric replacement	1 Chair	
8.	Replacement of Stand Base	1 No.	
9.	Servicing of chair (lum-sum)	1 Chair	

Note: * Process of Dry cleaning: 1. Vacuum cleaning 2. Scrubbing with suitable chemical
3. Wet vacuum 4. Weather curing

ANNEXURE-2

Wooden Beds of size 6'9" x 3'1"

Sr. No.	Particular	Unit	Unit Rate (in Rs.)
1.	Polishing of bed frame. Complete.	Job	
2.	Painting of ply wood	Job	
3.	Replacement of damaged plywood (Size 6'3" x 3" x 12mm)	Job	
4.	Laminate (14 " x 3' x 12 mm, Matt finish)	Job	
5.	L-type angle support (3" x 1.5")	1 No.	
6.	Providing and fixing Moulding Patti	R.ft.	
7.	Miscellaneous minor repair works (lump-sum)	Job	
8.	L-Patti/ angle (4" x 4")	1 No.	

Study Table (Type-1)

Sr. No.	Particular	Unit	Unit Rate (in Rs.)
1.	Polish	Job	
2.	Sunmica	Sq. Ft.	
3.	Providing and fixing Moulding Patti	R.Ft.	

Study Table (Type-2)

Sr. No.	Particular	Unit	Unit Rate (in Rs.)
1.	Replacement of Table Top (3' x 2' x 18 mm)	Job	
2.	Providing and fixing Moulding Patti	R.Ft.	

Metal Almirah

Sr. No.	Particular	Unit	Unit Rate (in Rs.)
1.	Denting & painting (spray)	Sq. Ft.	
2.	Providing and fixing Handle	Piece	
3.	Providing and fixing Hinges	Piece	

Wooden/ Metal Doors

Sr. No.	Particular	Unit	Unit Rate (in Rs.)
1.	Spray painting of Metal doors	Job	
2.	Manual painting of wooden doors	Sq. ft.	
3.	Manual polishing of wooden doors	Sq. ft.	
4.	Door Nob	1 No.	
5.	Replacement of wooden door (2'1" x 6'6" x 1.5")	1 No.	
6.	Replacement of wooden door (3'1" x 6'6" x 1.5")	1 No.	

Wooden Cupboard Doors

Sr. No.	Particular	Unit	Unit Rate (in Rs.)
1.	Painting of wooden doors	Sq. ft.	
2.	Manual polishing of wooden doors	Sq. ft.	
3.	Door Nob	1 No.	
4.	Replacement of plywood (18 mm)	Sq. ft.	

ANNEXURE-5

Repair of wooden single seater sofa

Sr. No.	Particular	Unit	Unit Rate (in Rs.)
1.	Polish (Melamine)	Sq.ft.	
2.	Foam (as per the sample)	Sq.ft.	
3.	Fabric (Branded with premium quality)	Mtrs.	

Repair of wooden Sofa Set (Single, Two & Three seater)

Sr. No.	Particular	Unit	Unit Rate (in Rs.)
1.	Providing and placing valvate fabric (Branded with premium quality)	Mtrs.	
2.	Foam (Branded with premium quality) (Density of back -32" and Density of Seat - 40")	Sq.ft.	
3.	Comprehensive repairing (lump-sum)	Job	

Note: Sample of single seater sofa will be prepared by the L-1, L-2 and L-3 vendors for quality check.