



**Invitation for Quotations for Purchase of Plastic Tables – Qty 50  
Nos. and Plastic Chairs with arm – Qty 100 Nos.**

Ref.No.:Exam/ Accounts/Quotation/2023-24/196

Date: 17.10.2023

Sealed quotations are invited for Purchase of Plastic Tables – Qty 50 Nos. and Plastic Chairs with arm – Qty 100 Nos. at Pariksha Bhavan. The suppliers are advised to study all technical and commercial aspects, Instructions, terms and conditions carefully in the document. Failure to furnish all information required in the quotation may result in the rejection of the quotation. The University reserves the right to reject the quotation in whole without assigning any reason thereof.

|                               |   |
|-------------------------------|---|
| <b>Name of Item</b>           | <b>Quotations for Purchase of Plastic Tables – Qty 50 Nos.<br/>and Plastic Chairs with arm – Qty 100 Nos.</b>   |
| <b>Venue of Submission</b>    | Pariksha Bhavan, Sndt Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (West), Mumbai – 400 049   |
| <b>To be Addressed to</b>     | Director (Addl Charge),<br>Board of Examinations and Evaluation, Sndt Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (West), Mumbai – 400 049 |
| <b>Contact Telephone</b>      | 022-26608374  |
| <b>Deadline of submission</b> | Wednesday, 25 <sup>th</sup> October 2023 up to 4:30 pm  |

**Instructions:**

\*Dates mentioned here, are scheduled dates for the University Activities. Any changes in dates of submission and processing shall be notified in 'Tenders/Quotations' section on the University website (sndt.ac.in) below the respective quotation.

To view Quotation Notice, kindly visit following website of **SNdt Women's University, Mumbai**: [www.sndt.ac.in](http://www.sndt.ac.in)

Quotations should clearly mention all Technical Specifications (if any) mentioned in this document.



The quotations are invited for the following products:

**Plastic Tables – Qty 50 Nos. and Plastic Chairs with arm – Qty 100 Nos.**

The quotations are invited in two parts under Two envelop System. Technical envelop shall be enclosed and sealed in Envelop No.1. Schedule of Rates shall be filled in and enclosed in Envelop No.2. Both the sealed envelopes. On each envelop name and address along with contact number of bidder shall be written. On the top of it envelop name of the bidder should be mentioned.

**Envelop No.1: Technical Bid.**

**The envelop must contain:**

1. Scanned and certified copy of Company Profile of vendor:  
Covering letter with details of bidders, address, name of proprietor, telephone number, mobile number, email-ID, name, signature and seal. In case of partnership firm-name and address of the partners and copy of Partnership Deed.
2. Scanned and Certified copy of Registration / Shop and Establish Licence / Certified of Dealership / Certificate of incorporation whichever is applicable.
3. Scanned and Certified GST Certificate and Latest GST Return. If GST is not applicable then declaration of the same.
4. Scanned and Certified PAN Copy.
5. Scanned and Certified copy of Work experience Certificate / Delivery Challan (at least from one client)
6. Scanned copy of List of main clients (minimum 3)
7. Scanned and Certified copy of the tender document with stamp, seal and signature of the authorized representative.
8. The details about technical specifications of product should submitted in the prescribed format as follows with the **bidder's seal and signature:**

| Sr. No. | Name of Item And Required Technical Specification and Standards   | Bidder's Technical Specification And Standards, Brand Names and Model Numbers wherever applicable |
|---------|---|---|
| 1.      | <b>Plastic Tables – Qty 50 Nos.</b><br><b>Dimensions :-</b><br>Width (cm) 114<br>Depth (cm) 74<br>Height (cm) 72.5<br>Weight (Kg) 7.04          |   |
| 2.      | <b>Plastic Chairs with arm – Qty 100 Nos.</b><br><b>Dimensions :-</b><br>Width (cm) 57.5<br>Depth (cm) 60<br>Height (cm) 79<br>Weight (Kg) 2.27 |   |



**Envelop No.2: Financial Bid.**

**The envelope must contain:**

1. Undertaking as Annexure - A as below

The financial bid may be submitted in the prescribed format as below on the letterhead of the bidder. The Quotations for Plastic Tables - Qty 50 Nos. and Plastic Chairs with arm - Qty 100 Nos. required at Pariksha Bhavan, Juhu Campus in the following prescribed proforma:

**(Offer should filled on letter head of the Bidder)  
Annexure A**

Ref.No.:

Date:

To,  
The Director (Addl Charge),  
Board of Examinations and Evaluation,  
SNDT Women's University,  
Juhu Road, Santacruz (West),  
Mumbai - 400 020.

**Subject: - Quotations for Plastic Tables - Qty 50 Nos. and Plastic Chairs with arm  
- Qty 100 Nos. at Pariksha Bhavan.**

Respected Sir / Madam,

With reference to subject cited above we would like to furnish our quote with best rate possible as below:

| Sr. No | Item (Brand Name and Model Numbers)  | Rate per Unit (INR) | Taxes (INR) | Qty. (In Nos.) (Total) | Total Estimated Cost (INR) |
|--------|--|---------------------|-------------|------------------------|----------------------------|
| 1.     | <b>Plastic Tables</b><br><b>Dimensions :-</b><br>Width (cm) 114<br>Depth (cm) 74<br>Height (cm) 72.5<br>Weight (Kg) 7.04         |                     |             | 50                     |                            |
| 2.     | <b>Plastic Chairs with arm</b><br><b>Dimensions :-</b><br>Width (cm) 57.5<br>Depth (cm) 60<br>Height (cm) 79<br>Weight (Kg) 2.27 |                     |             | 100                    |                            |

**UNDERTAKING :**

I /We have read the terms and conditions of the tender and I / We hereby agree to agree to abide by the same.

Seal of the Tenderer

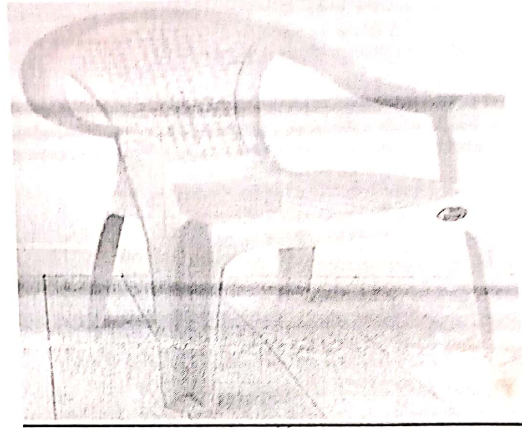
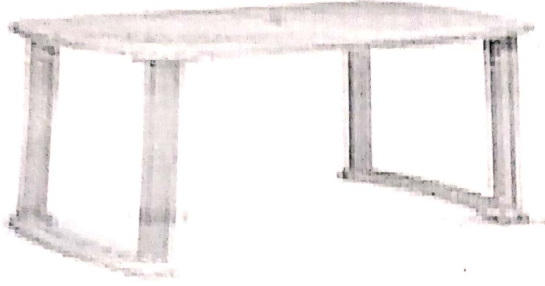
Signature of the Tenderer

Date :

- 3 -



**Samples :-**



**General Conditions:**

The rate must be inclusive of all charges. Taxes are to be mentioned clearly in the quotation.

The final quantity may vary at the time of issue of purchase order.

**Free Delivery:** 2<sup>nd</sup> floor of the Pariksha Bhavan / Scanning Room near the Computer Section, S.N.D.T Women's University, Mumbai - 400049.

**Payment:** Payment will be done after delivery only and against the satisfaction report of the quality of the material. No advance will be paid. TDS will be deducted as per rules.

The rate validity will be upto 45 days from the date of submission deadline.

All necessary documents, manuals to be handed over to be concerned department, Juhu campus.

Packing and transport charges, transit insurance will be inclusive in the quoted rate.

*Pradnya Wakpainjan*  
17/10/23

(Dr. Pradnya Wakpainjan)  
Director (Addl Charge),  
Board of Examinations and Evaluation

*[Signature]*  
17/10