

**IN THE HIGH COURT OF JUDICATURE AT PATNA
TENDER NOTICE No.09/2023-2024 (Purchase Cell)**

Quotation is invited from the reputed firms/suppliers/ authorized dealers for supply of **wooden H. Chair** for use of the Court.

Particulars	Size	Tentative Quantity	Other Specification
Wooden H. Chair of Solid Teak Wood in natural polish	Seating height 18" Wood thickness for seat-0.75" Dimension of seating(wooden) -22"(Front), Sides-19", Back-17.5" Total height of chair- 38.5"(measured from back <u>side</u>) Patti:-3"x1.5"	600	(i)Seat should made of best quality Teak wood. (ii)In the back of chair, engraved with 'H.C' mark. (iii)02 inch seat cushion of high density foam material with good quality of fabric for keeping on seat of the chair.

The bid must reach this Court within 03 weeks from the date of display of this tender notice on the website of Patna High Court i.e. upto 5 pm on 21.03.2024. Quotation recieved after stipulated time/date shall not be entertained. This tender notice can be downloaded from the website of Patna High Court: "<http://patnahighcourt.gov.in>".

Documents required to be submitted along with bid :-

- i. Proof of GST Registration Certificate.
- ii. Copy of PAN Card.
- iii. Copy of Income Tax Return for the last two years i.e for the (F.Y 2021-22 & 2022-23)
- iv. Bidder should submit a copy of turnover certified by a Chartered Accountant/Auditor for the last three financial years(F.Y 2020-21, 2021-22, 2022-23) with minimum average transaction of Rs. 25 Lakh .
- iv. **An Earnest Money Deposit of Rs.1 Lakh/- must be enclosed along with quotation in the form of Demand Draft issued from Nationalized/ Scheduled Bank in favour of Registrar General, Patna High Court, Patna, Payable at Patna. No interest shall be paid on the EMD and the EMD shall be forfeited in case the selected/successful bidder does not accept the work order or unable to supply goods as per the stipulated terms. However, this will be not applicable on those who are registered with Central Purchase Organisation/ State Purchase Organisation/ National Small Industries Corporation(NSIC).**
- (v) The firm shall submit an affidavit to the effect that the firm has not been black listed/ de-registered/ barred by the Central/ State Government/ Society during their period of business.
- (vi) The firm must have experience of supply of wooden furniture in Government Office.

Other Terms and Condition:-

1. All the Tender proposals will have to be submitted in hard copy with all pages numbered and signed as mentioned in Check list enclosed with this tender. Further, an undertaking will also be required from tenderer in the format mentioned below. Incomplete proposal will summarily be rejected.
2. **Quotation will be not accepted without the sample i.e. Wooden Chair with cushion. Sample of the articles will be returned to respective bidder, once the bids get finalized. Sample of successful firm will be preserved, for verification.**
3. The rate quoted in tender should be inclusive of all taxes and other charges, if any. Cost of transportation, installation will be borne by bidder. Rates quoted should be unconditional and if rates are submitted with any condition, the tender shall be rejected.
4. The firms shall have to mention the specification in terms of tender, warranty along with their quotation.
5. The articles to be supplied should be in good condition. Damaged article will not be accepted. The article should be anti termite treated. No Steel/ iron nail should be used in chair in lieu of, wooden nail(guchi) may be used.
6. Furniture to be supplied must have at least 2 years warranty from the date of verification & acceptance by the Court.
7. The defective furniture shall be replaced without any additional charge at the time of supply of the same. **Further, repairing shall have to be carried out within 7 days of the intimation being received from the Court in warranty period for normal wear and tear. If there is any termite infestation or bending occurs in wood, the firm will have to replace the same on its own cost during warranty period. Further, the successful bidder has to submit an affidavit regarding proper after sale service with availability of spare parts on its own within warranty period on its own cost. The warranty on cushion will not be less than 01 year. Any deteriorated cushion must be replaced within warranty period.**
8. The furniture items should be delivered in Court's Premises within a period of 30 days after receiving of Supply Order.
9. The bidder will have to submit an affidavit regarding supply of aforesaid article as per quality, quantity and time frame mentioned as per terms of tender. In case of failure to supply the article due to any reason, the Court's will have liberty to purchase the article from any agency and the increased price of that article will have to be borne by the successful supplier/ firm/authorized dealer with the interest of 12% per annum.
10. **The firm/ supplier/ authorized dealer must have authorized shop/service centre / repairing centre/ service partner in area under Patna Municipal Corporation/ nearest to Patna for after sales service. Complete address of the same with the Contact no. must be mentioned in quotation.**
11. No advance payment shall be made. Payment will be made in account of the firm after due verification of items supplied
12. The Court reserves the right to accept or reject any or all quotations without assigning any reason.
13. The firm shall submit bill for payment as per payment terms mentioned below. TDS as per rule shall be deducted from the bills of the successful bidder.

Payment terms:-

Sl No.	Percentage of payment	Criteria.
I	80%	On Successful Delivery of articles in Court's Premises.
II	20%	After placing the chairs at proper places and satisfactory report from concerned department.

14. Quotation shall remain valid for a period not less than 90 days after the last date for submission of quotation.

15. The Successful Bidder have to submit a performance Security within 7 days from the date of issue of letter of contract. In case, the successful bidder fails to submit the requisite Performance Security, the contract shall be terminated duly forfeiting EMD submitted by the firm. Performance Security will be 5% of contract value and to be furnished in the form of Bank Gurantee in favour of Registrar General, Patna High Court from a Commercial Bank having local branch at Patna. Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier. The format may be obtained from office after finalization of bid.

16. **The period of rate contract will be for one year.**

17. **This is a rate contract, hence quantity shown in tender document is tentative. It may be varied (increase/ decrease) as per demand of the Court at the time of placing order. Further, the article will not be purchased in one lot. It will be purchased as and when required during the vaidity period of contract.**

18. If at any time during the period of contract, the prices of wooden H. Chair is reduced or brought down by any law or Act of the Central or State Government, the supplier shall be bound to inform the Purchasing Authority at the earliest about such reduction in contracted prices, in case the supplier fails to notify or fails to agree for such reduction of rates, the Purchasing Authority will revise the rates on lower side. If there is a price increase for aforesaid article after finalization of rates, the bidder will have to supply the items as per rate finalized. The Court will not accept any higher rates after wards.

19. On the top of the Envelope, the Tender no. And "Supply of wooden H. Chair" be clearly mentioned.

20. Interested firms/ suppliers/ authorized dealers may visit the Purchase Cell for inspecting the specimen of the articles required.

Address for Submission of the Tender:-Purchase Cell, Patna High Court, Patna-800028


23-02-24.
**Officer on Special Duty
Patna High Court, Patna**

Check List to be submitted with tender Document

S.No	Particulars	Yes/No	Page No.										
1	The rate quoted in tender should be inclusive of all taxes and other charges, if any.												
2	Proof of GST Registration Certificate.												
3	Copy of PAN Card.												
4	Copy of Income Tax Return for the last two years i.e for the(F.Y 2021-22 & 2022-23)												
5	Copy of turnover certified by a Chartered Accountant/Auditor for the last three financial years(F.Y2020-21, 2021-22, 2022-23) with minimum average transaction of Rs. 25 Lakh .												
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7	An affidavit to the effect that the firm has not been black listed/ de-registered/ barred by the Central/ State Government/ Society during their period of business. Further, the bidder will also mention that their supply of aforesaid article will be as per quality, quantity and time frame mentioned in terms of tender.												
8	Experience of supply of wooden furniture in Government Office, relevant paper(supply order/work completion certificate) must be attached.												
9	The firm/ supplier/ authorized dealer must have authorized shop/service centre/ repairing centre/ service partner in area under Patna Municipal Corporation/ nearest to Patna for after sales service. Complete address of the same with the Contact no. must be mentioned in quotation.												
10.	Undetaking duly Signed and Stamped.												

Signature & Name/ authorized signatory of bidder with Stamp

Accepted/ Rejected for further processing. Authorized Signatory, Patna High Court.

Undertaking

(To be printed on the letter head of Tenderer)
Tender No. 09/2023-24/ Purchase Cell dated

1./We undertake that I/We have carefully studied all the terms and Conditions and understood the parameters of the proposed furniture item and shall abide by them.

2./we also undertake that I/We have understood " Parameters and Specifications , terms and conditions for executing the order" mentioned in this tender notice and shall conduct the work strictly as per these "Parameters and specifications"

3./ We further undertake that the information given in this tender are True and Correct in all respect and we hold responsibility for the same.

4./ We also undertake that the materials to be supplied will be in accordance with specification mentioned in Tender notice and also abide by warranty terms and conditions. I / We shall be responsible for rejection/cancellation of contract if the materials are not found up to the mark or for Civil/Criminal proceedings if the material supplied found sub-standard/ not abiding by terms and conditions of tenders.

5./ We also undertake that supply of aforesaid article will be made as per quality, quantity and time frame mentioned in terms of tender. Further, in case of failure to supply the article due to any reason, the Court's will have liberty to purchase the article from any agency and the increased price of that article will borne with the interest of 12% per annum.

**Signature & Name/
authorized signatory of bidder
with Stamp**

Place

Date