

**ORISSA ELECTRICITY REGULATORY COMMISSION**  
**BIDYUT NIYAMAK BHAVAN, UNIT-VIII**  
**BHUBANESWAR – 751012**  
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**ADM/13(B)/ 885 Dated: 11-05-2011**

Sealed offers are invited from reputed manufacturers or their authorized dealer/distributor for supply of good quality Conference Chairs as per the specification (Annexure-II).

**1. SCHEDULE TIME TABLE OF TENDER:**

<b>Description</b>	<b>Date</b>	<b>Time</b>
Sale of the tender paper from	12.05.2011 to 30.05.2011	1 PM
Last date for submission of the tender paper	30.05.2011	2 PM
Opening of the tender paper	30.05.2011	3.30 PM

**The tender papers can also be downloaded from our website [www.oriarc.org](http://www.oriarc.org). However, the cost of tender paper i.e. Rs.312/- (Rupees three hundred twelve) only is to be paid along with the submission of tender.**

**2. Submission of offer**

The offer should contain two separate envelopes. The duly filled in application format (**Annexure-I**) & Technical Specification (**Annexure-II**) should be together in one sealed envelope & Price Bid (**Annexure-III**) in another sealed envelope. The two separate sealed envelopes super scribed in bold letter as “Technical Bid” & “Price Bid” should be kept in one bigger envelope and should be double sealed and super scribed on the cover as “**Tender for Supply of reputed model Conference Chairs to be opened on 30.05.2011 at 3.30 PM**” in the presence of tenderers or their authorized representatives, if they so desires. All the pages of the tender document along with corrections, if any and relevant supporting documents must be signed by the bidder or their authorized signatory along with his official seal before submission.

3. (a) Tender should be submitted in person or by Registered post.  
(b) Fax or telegraphic tender will not be accepted.  
(c) Conditional Tender will not be accepted.  
(d) OERC takes no responsibility for any loss/delay/non-receipt of application/tender, sent by post or by any other arrangement.

**4. Validity:**

The tender should be valid for a minimum period of **120 days** from the date of opening of tender, or else tender will be rejected.

**5. EMD :**

The tenderers are to deposit an amount of Rs.2,000/- (Rupees Two thousand) only in shape of Bank Draft drawn in favour of “Orissa Electricity Regulatory Commission” Bhubaneswar, towards the EMD along with the tender. The EMD of the unsuccessful tenderer will be returned after finalization of the tender. The EMD of the successful tenderers will be returned after successful completion of work order. However, the EMD of the tenderers will be forfeited if the tenderer fails to execute the order. The EMD with OERC will not carry any interest.

**6. Documents to be submitted:** The tenderers are required to submit the following documents along with tender paper.

- (i) Proof of supply of such Conference Chairs to any Govt./PSU/Reputed organizations in the state of Orissa during last 2 years.
- (ii) Copy of Income Tax, Pan Card.
- (iii) Copy of Vat/Tin registration/clearance certificate.
- (iv) Proof of payment of cost of tender paper & EMD.

**7. Price:** The price should be quoted separately and strictly as per proforma i.e. **Annexure-III**. It shall remain firm. Offers should be on Unit rates for each item of supply on FOR destination basis at OERC Office, Bidyut Niyamak Bhawan,

Unit-VIII, Bhubaneswar. The rate of Sales Tax/VAT applicable on each item may be quoted separately. Quoting in any other proforma will not be entertained.

**8. Procedure for finalization of bid and/or inspection of sample material.**

The envelope super scribed “Technical Bid” shall be opened first on the bid opening date. Tenderer, in addition of giving full technical details, catalogue of the material supplied also give a certificate of making available at least one sample chair within 30 days of the date of opening bid for inspection of OERC officials. The tenderer shall be intimated latest by 45 days of the date of opening of bid i.e.30.05.2011 whether their quoted materials are found to be technically acceptable to OERC or not. Only the bid which found to be technically acceptable will be further considered for opening of price bid in the presence of their authorized representative if they so desire. The price bid in the sealed position of other tenderer shall be returned back to them.

**9. Delivery of the materials:**

The materials as per the technical specification have to be supplied within one month of issue of the purchase order.

**10. RIGHT TO ACCEPTANCE OR REJECTION OF TENDERS:**

OERC reserves the right to accept or reject any or all tenders (either wholly or partly) without assigning any reason thereof.

**11. PAYMENT OF BILL**

Payment will be released after completion of the supply & successful working of the Conference Chairs. Defective Chairs supplied, shall be replaced by the supplier at their own cost. Bill shall be submitted to Dy. Director (P&A) in triplicate who in turn, after verification of the same will forward it to the Accounts Officer, OERC, who will make arrangement for pass & payment of the bill. The Accounts Officer, OERC, Bhubaneswar is the Paying Officer. He will ensure deduction of Tax, if any, from the supplier’s bill while making payment.

**12. ARBITRATION & JURISDICTION OF COURT:**

In the event of any dispute/confusion/clarification arising out of this contract, the same shall be referred to the Secretary, OERC, Bhubaneswar or any arbitrator appointed by him after due notice and such appointment and the award of the arbitrator shall be final and binding. The venue of arbitration will be Bhubaneswar. Suits if any, arising out of the contract shall be filed by either party in a court of law to which the jurisdiction of Hon'ble Court of Orissa extends.

**Dy. Director (Pnl. & Admn.)**

**Annexure-I**

**APPLICATION FORMAT**

01. Name of the Manufacturer :
02. Detail Address with Phone/Fax No. :
03. Name & Address of the Authorised Distributor/Dealer (Operating in Bhubaneswar) :
04. Local Service Centre Address, Phone No. & Fax No. :
05. PAN/TIN No. :
06. Details of payment of Cash/DD/P.O./(Cost of Tender paper) : (i) Amount (Cash/DD/PO)  
(ii) If DD/PO, Bank's Name :  
Date :
09. Details of EMD : No. :  
Date :  
Bank Name :  
Amount :

Place :  
Date :

Signature of the Authorised Person  
(Seal of the Organisation)

TECHNICAL SPECIFICATION OF CONFERENCE CHAIR

The Conference Chairs should have the following minimum specification:

1. **Seating structure and upholstery** – ERW Steel tubular structure – internal  $\frac{3}{4}$  inches dia 16g, Pre-molded polyurethane foam with 55 density thickness 37 mm backed by 1” kurlon.
2. **Fasteners** – High quality metal screws and high tension fasteners confirming to IS-2269 and 6761-DINN-6912-ISO-4762. Hardness HRC – 38-44 and tensile strength – 1300 N/mm<sup>2</sup>.
3. **Ployurethane Arms** – Molded self skinning polyurethane arms confirming to IS-7078 with steel inserts for long life and maintenance free usage with density 400 – 500 g/lit and hardness 50-70A (shore scale) typical.
4. **Chairs legs** – The legs are made out of 31x16x2mm thickness ERW oval tube confirming to IS-3074 & 7138 of 1973.
5. **Dimensions**

SEAT	- 500 x 470
BACK	- 500 x 480
OVERALL HEIGHT	- 860
SEAT HEIGHT	- 500
6. **Seating Structure/Upholstery**
  - a. Premoulded polyurethane foam – 55 density thickness 37 mm backed by 1” kurlon.
  - b. Crosslon Fabric or any Special Fabric supplied by the client.
7. **Visitors Chair legs** – The legs are made out of 1”x2.5mm thickness ERW steel tube confirming to IS-307 & 7138 of 1973.
8. **Back**
  - a. **Seat** – Made of 12 mm thick plywood with waterfall curvature in the front with Japanese Metal Insert (T Nut) with 65 density molded foam for seat.

- b. **Back** – Flexible, double layered multi curvature to ensure back is supported at maximum points with lumbar height adjustment for 70 mm with 32 density cushion at back (medium Back).

*Note: The full catalogue(Color catalogue preferred) any other additional information, as required may be enclosed as part of specification.*

Our Conference Chairs fulfils the above minimum technical specification.

Place:  
Date:

Authorised Signatory  
Seal of Agency

**PRICE BID FOR CONFERENCE CHAIR**

**Ref: OERC Tender Invitation No.ADM/13(B)/ \_\_\_\_\_ dtd. \_\_\_\_\_**

Sl. No.	Make & Model with other relevant details	Rate	Qty	Price	VAT	Total Price
			35			

Place:  
Date:

Authorised Signatory  
Seal of Agency