



GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE
NATIONAL ACADEMY OF CUSTOMS, EXCISE AND NARCOTICS
[NACEN]

1st to 3rd Floors, Plot No: 3/86-E, ATC STREET,
Ambattur Industrial Estate,
(Near AMBIT IT Park), CHENNAI-600058.
Telephone No:26250157 / 26250159
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C.No. VI/10/03/2016

Dated: 4.11.2016

**NOTICE INVITING QUOTATIONS FOR PURCHASE OF
EXECUTIVE BOOK SHELF, 3+1+1 SEATER SOFA SET, WOODEN CENTRE TABLE,
WOODEN END-TABLE, WOODEN CHAIR AND WOODEN MEETING TABLE**

1. The Additional Director General of NACEN, Chennai-58, invites offers under a single bid system in the prescribed tender/bid format from reputed firms for purchase of **1 No. Executive Book Shelf, 1 No. 3+1+1 Seater Sofa Set, 1 No. Wooden Centre Table, 2 Nos. Wooden End-Table, 1 No. Wooden Meeting Table and 1 No. Wooden Chair** for our office premises at 3/86 E, ATC Road, Ambattur Industrial Estate, Near AMBIT IT Park, Chennai..600058.
2. The quality, measurements, specifications & photographs of the furniture and the conditions to be complied with by the bidder, are detailed in the Annexure to this Notice.
3. The quotations should be submitted only in the format prescribed in the Annexure to this Tender notice.
4. Your quotations/ bids are to be submitted in **Sealed Covers** in person / by registered post / speed post / courier so as to reach the above mentioned address **on or before 12-00 Noon on 18-11-2016 (Friday)**. The **name and phone number of the tendering company** and the words **"Tender Document for Book Shelf and Office furniture"** should also be inscribed boldly on the cover. Offers / bids received beyond the stipulated time and date shall not be considered / entertained.
5. The **opening of the tenders will be at 12-30 PM on 18-11-2016 (Friday)**. All bidders are invited to be present for the opening of the tenders.
6. At the time of delivery of goods, if the said furniture does not conform to the specifications mentioned in this notice, the Department reserves the right to reject the said furniture summarily.
7. The Department reserves the right to reject any of the offers without assigning any reasons therefor. For any further enquiries, Shri V.P.Hari, Superintendent (Ph:9381025110) may be contacted.


(ROSA USHA ANTONY)
ASSISTANT DIRECTOR

ANNEXURE

A. SPECIFICATION / QUALITY OF THE EXECUTIVE WOODEN BOOKSHELF

1. Executive Wooden Bookshelf of size 8 feet x 7 feet x 1.5 feet
2. Having wooden shutters for the bottom unit and Burma teak wooden and glass shutters for the top unit.
3. With Shelves and matching brass hardware stained to rose wood melamine finish as per the enclosed photos

B. SPECIFICATION / QUALITY OF THE 5-SEATER (3+1+1) SOFA

1. Fully upholstered 5 seater sofa set in 3 units (3+1+1),
2. Made from well-seasoned hardwood frames
3. Padded with 4 inch latex foam for seat and backrest and laminated with one layer of 18 mm PU foam for softness fixed on coil steel spring.
4. The upholstery used must be of cost not less than Rs.600 per meter and the colour and pattern should be approved by the office.
5. Please see the photograph for details.

C. SPECIFICATION / QUALITY OF THE WOODEN CENTRE TABLE

1. Wooden centre table made of well-seasoned Burma teak
2. Size 3.5 ft x 2 ft x 1.5 ft stained to rose wood melamine finish
3. With 8 mm thick smoked glass top
4. Please see the photograph for details.

D. SPECIFICATION / QUALITY OF THE WOODEN END-TABLE

1. Wooden end-table made of well-seasoned Burma teak
2. Size 1.5 ft x 1.5 ft stained to rose wood melamine finish
3. With 8 mm thick smoked glass top
4. Please see the photograph for details

E. SPECIFICATION / QUALITY OF THE WOODEN MEETING TABLE

1. Wooden meeting table made of well-seasoned solid Burma teak
2. Size 3.5 ft x 3.5 ft x 2.5 ft stained to rose wood melamine finish
3. With 8 mm thick smoked glass top
4. Please see the photograph for details

F. SPECIFICATION / QUALITY OF THE CHAIR FOR VISITORS

1. Wooden chair (with arm rest) for visitors, made of well-seasoned solid Burma teak wood in rose wood PU matte finish.
2. Seat to be cushioned with latex foam and covered with fabric. The fabric has to match with the existing chair in the office. (Bidders may inspect the existing chair before giving their quotes)

FORMAT FOR QUOTATION

All rates are inclusive of all taxes, delivery and installation charges

Sl.No.	Description of furniture	Rate per unit (in Rs)	No. of units	Total amount including all taxes and delivery charges (in Rs)
1	Executive Wooden Bookshelf (Specification A)		1	
2	5-Seater (3+1+1) Sofa (Specification B)		1	
3	Wooden Centre Table (Specification C)		1	
4	Wooden End-table (Specification D)		2	
5	Wooden Meeting table (Specification E)		1	
6	Chair for visitors (Specification F)		1	
TOTAL COST				

Signature of the authorised signatory:

Name / seal of the company :

Important Note:

- a) Bidders for this tender should have undertaken similar work for Central / State Govt. for a minimum period of 5 years and should have executed at least one single order for value of more than Rs.15 lakhs.
- b) All bidders should submit their quotations only in the above format.
- c) Bidders should have valid Service Tax Registration, TIN Nos. and VAT registration. Along with the tender document, the bidder shall submit a copy of PAN card/letter and VAT Registration Certificate
- d) No advance shall be paid at the time of purchase of the furniture. A maximum credit period of 20 working days is required from the date of submission of invoice, to settle the bill amount.
- e) Bidders should give quotes after inspecting the quality and specifications of the existing furniture in this office.
- f) Firms who do not comply with the above conditions need not apply.

Model photographs on the next 2 pages



Executive Wooden Book shelf



Model of Sofa set, Center table and 2 Nos. of end tables.

The required sofa set is a 3 + 1 + 1 seater



Meeting table



Chair