



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH

No. DU/Admn/AR/E-229/NIQ/2019/17

Date: 07/03/2022

Notice Inviting Quotation

Sealed quotations are invited from reputed firms/suppliers/ vendors for Supply of the Office furniture to the Department of Life Sciences, D.U. as per item Descriptions mentioned at **Annexure: I**

The quotations will be received by the undersigned on or before **14.03.2022 upto 1.00 pm** and will be opened on the same date at **3.00 pm** in the presence of the intending quotationers or their authorized agents.

Terms and Conditions:

1. No separate quotation paper will be issued from the office. Quotation should be submitted in the Supplier's Letter Pad with supporting documents.
2. The University reserves the right to accept or reject any or all the quotations without assigning any reason.
3. The quantity mentioned may be increased or decreased at the time of order as per actual requirement.
4. Payment will be made only after the successful receipt of the materials in good condition.
5. The quotation should be addressed to the **"Registrar, Dibrugarh University, Dibrugarh-786004"** super scribing the Quotation Notice Number on the envelope.
6. Any kind of Taxes/GST must be clearly indicated in the quotation.
7. The tendering firm must have a permanent establishment in Dibrugarh.

**Sd-
Registrar
Dibrugarh University**

Copy to:

1. The Dy. Registrar (F&A) i/c, D.U. for information.
2. The Programmer, D.U. to upload in the University web site.
3. The Head, Department of Life Sciences, D.U.
4. Notice Boards.
5. Office File.

**Sd-
Registrar
Dibrugarh University**

Annexure-1

Sl. No.	Item	Specifications	Qty
01	Computer Table	Particle board with melanine finish and antifugal treatment, Left shelf with door and open right shelf for CPU. Keyboard compartment. Dimensions: W-1210 mm x D-520 mm x H-920 mm, Preferred Brand: Godrej/ Nilkamal	22 nos
02	Computer Table	Prelaminated particle board with minimum 15 mm thickness. Two open shelves, 2 Box and minimum 1 file drawer with lock. Dimensions: W-1200 mm x D-600 mm x H-750 mm, Preferred Brand: Godrej/ Nilkamal	1 no
03	Visitor Chair	PVC seat and back with PU foam and upholstered seat, chrome plated mild steel frame with frame with minimum 1.1 mm thickness. W-520 mm D-595 mm x H-860mm Preferred Brand: Godrej/ Nilkamal	44 nos
04	Office Chair	(Height adjustable with gas lift and revolving), Mesh back chair with fabric upholstered seat, metal powder coated base and twin when nylon castors, Push back mechanism. Dimensions: W-700 mm x D-700 mm x H-850/970 Preferred Brand: Godrej/Nilkamal	1 no
05	Almirah	4 adjustable shelves. (size: 6.5'L x 3'B) Preferred Brand: Godrej/Nilkamal	12 nos
06	Book Shelves (4 drawer)	Four door shelves (size: 5.5'L x 3'B) Preferred Brand: Godrej/ Nilkamal	03 nos

Sd/-
Registrar
Dibrugarh University