

INSTITUTE OF HOME ECONOMICS
University of Delhi
F-4, Hauz Khas Enclave, New Delhi-110016
Tel. Nos . 011-26532402, 011-46018108
E-mail: principal@ihe.du.ac.in

NOTICE INVITING TENDER

Ref. No. IHE/2021-22/Admin/405

Dated: 18/8/2021

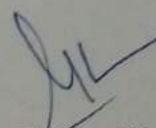
The Institute of Home Economics (IHE) is a premier college under University of Delhi. The Institute invites sealed quotations from eligible and qualified bidders for **supply of the Harpenden Anthropometer** having following specifications.

CRITICAL DATE SHEET

Tender Reference No. and Date	<u>IHE/2021-22/Admin/405</u>
Bid Submission Start Date	<u>19/8/2021</u>
Last date for submission of Bid	<u>30/8/2021 ; 5:00 pm</u>
Address for Communication	The Director, Institute of Home Economics, F-4, Hauz Khas Enclave, near Hauz Khas Metro station, New Delhi-110016 Ph: 011-26532402, 011-46018108

Note -

1. IHE will not be responsible for any postal delay in submitting the bid. Bids received after the last date will be rejected.
2. Any change/corrigendum/extension of opening date in respect of this tender shall be issued through IHE and DU websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our or DU website for updates.
3. This bid is raised against a product specific requirement as per approval with competent authority. Bidders are advised to submit bid for same product and model.
4. IHE reserves the right to accept/reject any or all the tenders in part/full without assigning any reason thereof.


Tender Inviting Authority

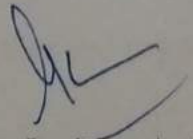
Prof. (Dr.) Geeta Trilok-Kumar
Director
Institute of Home Economics
F-4, Hauz Khas Enclave
New Delhi-110016

**Technical Specifications
(Attach with Annexure I)**

S.No.	Name of Item	Quantity	
1.	Harpenden Anthropometer (Holtain Model 601)	01	
2.	Technical Specifications		Complied Yes/No
a	Direct & accurate reading to the nearest millimetre.		
b	Range of 50mm to 570mm.		
c	Provides a high level of accuracy.		
d	Constructed of light alloy.		
e	Supplied in carrying case.		
f	Weight in case: 2.8 kg approx.		
g	Supplied complete with: <ul style="list-style-type: none">• Straight and recurved branches.• Spare counter.• Beam extensions - for heights of up to 2 metres.		
h	Warranty and Service Complimentary technical support- 90 or more days One-year warranty		

Place: New Delhi

Date: 18/8/2021



Tender Inviting Authority
Prof. (Dr.) Geeta Trilok-Kumar
Director
Institute of Home Economics
F-4, Hauz Khas Enclave
New Delhi-110016

Eligibility Criteria for Bidders

1. Bidders should be the manufacturer/authorized dealer/Stockist/Local-dealer/distributor. Letter of Authorization from original equipment manufacturer (OEM) of the same and specific to the tender should be enclosed.
2. The bidder must have a minimum **three** years of experience in supplying the same item/s. Attach Proof of the same.
3. The bidder should have valid PAN & GST No. Attach the self-attested copies with bid.
4. An Undertaking on company's letter head stating of Non-Blacklisting should be submitted.
9. The Bidder should submit Warranty Compliance Statement.

How to Apply:

The tender should be submitted in a sealed envelope containing following documents to **The Director, Institute of Home Economics, F-4, Hauz Khas Enclave, New Delhi -110016** latest by

...30/8/2021... till 5 pm....

Envelope should contain following documents

1. Copy of PAN card and GST No. certificate
2. Proof of work experience certificates for supplying of similar product done in last three years.
3. Copy of Dealership/Manufacturing/Distributorship/OEM certificate.
4. Copies of ITR or Audit report for last three years.
5. Duly signed Annexure I- III on the letter head of the company
6. Quoted price in the given format (Annexure II) on the letter head of the company.
7. The envelope must be superscribed "**Quotation for Harpenden Anthropometer**" at top.

Note: Each document enclosed must be self-attested by the authorized signatory of the company with office seal.

TENDER ACCEPTANCE LETTER
(To be given on Company letter head)

Date:

To,

The Director,
IHE,
Hauz Khas,
New Delhi-110016

Sub: Acceptance of tender.

Tender Reference No:

Name of the tender/work:-

Dear Director,

1. I/we have downloaded the tender documents for the above mentioned Tender/work from the IHE/DU website.
2. I/we hereby certify that I/we have read the entire tender documents.
3. The corrigendum(s) issued from time to time by your department / organization too has also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender document (s)/corrigendum(s) in its totality /entirety.
5. I/we do hereby declare that our Firm has not been blacklisted/debarred by any Govt. Department/Public Sector Undertaking.
6. I/we certify that all information furnished by our Firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason thereof or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy.

Yours faithfully,

**Signature of the Bidder,
with Official Seal**

(On the letter head of the Firm)

MANDATE FORM FOR BANKING DETAILS

Name of the Firm:

Registered /Postal Address:

1	Permanent Account No. (PAN no.)	
2	GST No.	
3	Bank details: a. Bank Name b. Branch Address c. Account No. d. Type of Account (current/saving) e. MICR No. f. IFSC code	

Financial Bid Format (On letter head of company)

S.No.	Description of Item	Quantity	Unit Cost (INR)	Taxes and other charges (INR)	Total Cost inclusive of all taxes (INR)
1	Harpden Anthropometer	01			

Date:

Name of the Authorized Signatory

Place:

Stamp & Signature

<< Organization Letter Head >>
Warranty Compliance Statement

To,
The Director,
Institute of Home Economics,
Hauz Khas Enclave,
New Delhi -110016

Dear Sir,

Subject: Supply of **Harpenden Anthropometer**

This bears reference to our quotation Ref _____ Dated _____.

We warrant that everything to be supplied by us shall be brand new, free from all defects and faults in material, workmanship and manufacture, and shall be of the highest grade, quality, and consistent with the established standards for materials specification, drawings or samples, if any, and shall operate properly. We shall be fully responsible for its efficient operation.

We also confirm that all service related complaints will be attended within a period of one week.

During the warranty period of year/s, in case the equipment fails, we will provide all services to complete repairs within a week free of charge.

Yours faithfully

Signature

(Name & Designation)

Date: