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**हिमालयन वन अनुसंधान संस्थान**  
**HIMALAYAN FOREST RESEARCH INSTITUTE**  
**(Indian Council of Forestry Research & Education)**  
Conifer Campus, Panthaghati, Shimla - 171 009

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सेवा में,

**विषय: Furniture/Fixtures - Temporary Structure बनाने व लगाने हेतु सिमित निविदाएं ( Limited Tenders) आमंत्रित करने बारे ।**

महोदय,

हिमालयन वन अनुसंधान संस्थान, शिमला द्वारा Furniture/Fixtures - Temporary Structure बनाने हेतु सिमित निविदाएं ( Limited Tenders) आमंत्रित की जाती हैं । निविदादाता से अनुरोध है कि विशेष विवरणियों (Specifications) वह संलगित सभी नियम एवं शर्तों के आधार पर यह सिमित निविदाएं लिफाफों में डाल कर इन्हें सील बन्द कर एक बड़े लिफाफे में डाले व इसके पश्चात लिफाफे के उपर "**Furniture/Fixtures - Temporary Structure** लिखने के उपरान्त फिर दोबारा सील बन्द कर अधोहस्ताक्षरी को दिनांक 30.12.2015 तक डाक द्वारा भेजें या फिर Reception में रखे गये Tender Box में दिनांक 30.12.2015 को 5.00 बजे तक भेजने की कृपा करें । निर्धारित तिथि व समय पर प्राप्त न होने वाली निविदाएं रद्द समझी जायेगी व इन पर आगे कोई विचार नहीं किया जायेगा ।

सीमित निविदाएं ( Limited Tender) दिनांक 31.12.2015 को सुबह 11.00 बजे खोली जायेगी । निविदा खोलने के समय आप या आपका प्रतिनिधि कार्यालय में उपस्थित हो सकता है ।

संलग्न: उपरोक्त

भवदीय,

कय अधिकारी

हि०व०अनु०सं०, शिमला-9

R. Kumar  
18/12/15

**नियम व शर्तें**  
**TERMS AND CONDITIONS**

1. The limited tender should be in sealed cover.
2. The limited tender in sealed envelope should be super scribed as **“LIMITED TENDER FOR TEMPORARY STRUCTURE, TO BE OPENED ON 31.12.2015 AT 11.00 A.M.**
3. The limited tender should be addressed to the Director, Himalayan Forest Research Institute, Conifer Campus, Panthaghati, Shimla- 171 013.
4. The limited tenders would be opened on **31.12.2015** at 11.00 A.M. in presence of tenderers or their representatives who may like to be present.
5. The limited tender should reach this office positively by **5.00 PM** of **30.12.2015** otherwise it will not be accepted.
6. Rates should be quoted strictly as per the given specifications.
7. Rates quoted should be valid at least for six months from the date of opening of the limited tenders.
8. All the rates should be quoted (FOR at HFRI, Panthaghati, Shimla) inclusive of VAT/ Service Tax etc., if leviable.
9. Cuttings and over writings will not be entertained.
10. Conditional/telegraphic/FAX and incomplete tenders will not be considered.
11. In case of any dispute, decision of Director, Himalayan Forest Research Institute, Shimla, shall be final and binding.
12. The rates quoted should include the cost of materials, labour charges etc. required for completion of the work.
13. For non-compliance of the terms and conditions of the tender, the tenders are liable to be ignored/rejected.
14. Rates should be quoted only in the 'Financial Bid' document duly signed by the tenderer.
15. The tenders should be accompanied by the **earnest money in the shape of demand draft Rs. 3000/- (Rs. Three Thousand) only in the name Director, HFRI**, any scheduled bank payable at Shimla. The bank guarantee and cheques will not be entertained at all. Tenders received without earnest money will be rejected straightway.
16. The tender may be accompanied by the supporting documents like the experience past work done etc.
17. The tenders will be opened in the presence of tenderers or their authorized representatives who may wish to be present. If there is a holiday on the said date due to any reason, the tenders will be opened on the next working day.
18. The Director, Himalayan Forest Research Institute, Shimla, reserves the right to reject all or any tender without assigning any reason thereof.
19. The tender will be bound by the HFRI/ ICFRE rules and regulations
20. Performance Security Money @ 5% of the quoted price have to deposited, on receipt of the Supply order in the shape of demand draft. The Fixed Deposit Receipts, Bank guarantee, and Cheques or Money Order will not be entertained at all. The EMD will be released after receipt of Performance Security by the office.

- 21 In the event of non-supply of the equipment/material within stipulated period the Performance Security will be forfeited.
- 22 The payment will be released only after satisfactory installation of equipment to the entire satisfaction of the Director, HFRI, Panthaghati, Shimla-171009 or authorized representative in this behalf.
- 23 **In case of any dispute, the Jurisdiction of Courts at Shimla, Himachal Pradesh, shall prevail**

**CERTIFICATE**

1. I/We have gone through the above terms and conditions and agree to abide by the same
2. I/ We undertake to accept the interpretation of the above terms & conditions of the tender document as decided by the competent authorities of HFRI, Shimla. One copy of this is being sent herewith.

Date:

Place:

**SIGNATURE**

[Name, Designation, & Seal of the Tenderer]

**PROFORMA FOR 'TECHNICAL BID'**

<b>SL. No.</b>	<b>Descriptions</b>	<b>Qty (Approximate)</b>	<b>Rate</b>
1	<b>Furniture/Fixtures - Temporary Structure :</b>  Providing and fixing of Aluminum Partition cabin complete with 5mm thick clear class and neoprene rubber gasket 112 mm thick pre-laminated particle board	380 Sq.ft	
2	Hydraulic door closer	3 Nos.	

Signature \_\_\_\_\_ Name \_\_\_\_\_ Seal \_\_\_\_\_