

## TENDER INVITING QUOTATION

### FOR RELOCATION OF OFFICE /HOSTEL FURNITURE AND OTHER EQUIPMENTS AT PERMANENT CAMPUS OF IIM JAMMU JAGTI, JAMMU.

Tender Ref No: IIMJ/TIQ/RELOCATION/2023-24/07

Dated 18.05.2023.

#### TIQ SCHEDULE/ BID-DATA SHEET:

Name of Work	:-	FOR RELOCATION OF OFFICE /HOSTEL FURNITURE AND OTHER EQUIPMENTS AT PERMANENT CAMPUS OF IIM JAMMU JAGTI, JAMMU
Tender No	:-	IIMJ/TIQ/RELOCATION/2023-24/XX
Validity Offer	:-	60 days from the date of opening of the price bid.
Last Date and Time for Submission of Tender	:-	22.05.2023 till 03:00 PM
Date and Time of Opening of Tenders	:-	On or after due date of submission
Place for Submission of Tender	:-	Purchase Department, Main Building, Indian Institute of Management Jammu, Old University Campus Canal Road, Jammu-180016

#### 1. BACKGROUND:

- 1.1 Indian Institute of Management Jammu, hereinafter known as IIM Jammu is one of the Institutions of National Importance (INIs) in India governed by the Indian Institute of Management Act 2017 under the Ministry of Education (MOE), Government of India. The Institute imparts quality/ world class education in Management and conducts MBA program, IPM Program, Doctoral level programmes and executive training programs in all the functional areas of Management.
- 1.2 The permanent campus of 200 acres is of state-of-the-art campus, at Jagti, 14 Kms. from Jammu City, about 16 Kms. from Jammu Railway Station and 18 Kms. from Jammu Airport. The permanent Campus is a blissful mix of modern architecture, culture and heritage of Jammu and Kashmir.
- 1.3 IIM Jammu invites tenders / bids from the interested parties/ Vendor/Service Providers who have experienced and currently engaged in the business as per scope of the tender for RELOCATION OF OFFICE /HOSTEL FURNITURE AND OTHER EQUIPMENTS AT PERMANENT CAMPUS OF IIM JAMMU JAGTI, JAMMU.

## 2. SCOPE OF WORK:

### 2.1 Removal/ Uninstallation Job, Packing, loading and transportation Job and Unloading, Unpacking and re-fixing/reinstallation Job:

2.1.1 The Service Provider need to arrange for removal/ uninstallation of all fixed items / furniture through some authorised service provider. The Service Provider need to ensure secure removal/ uninstallation without causing damage to the items.

2.1.2 The Service Provider shall pack all the items. All the packed materials need to be loaded on truck and safely transported to the new premises with a radius of 25-30 kilometres.

2.1.3 The entire materials need to be safely unloaded from truck, moved within the new premises, unpacked and re-fixed/ reinstalled in the new premises as per the instruction of IIM Jammu.

2.1.4 Re- Installation of all fixed items / furniture.

2.1.5 Removal of all waste/ packing material from new premises.

### 2.2 Locations for Shifting:

2.2.1 **Location from where the material is to be picked:** Transit Campus IIM Jammu, near old Guru Nanak College of Education Campus, NEAR BALOL BRIDGE, Jallo Chak, Jammu.

2.2.2 **Location to, where the material is to be shifted:** The permanent Camus of IIM Jammu at Jagti, Jammu.

2.3 **Details of Material to be shifted is attached at Annexure-I.** The details of material may vary by 5% (increase or decrease), the service provider shall have to accept the same at same quoted price.

## 3. GENERAL TERMS AND CONDITIONS:

3.1 The Bidder should have 2 years of relevant experience in shifting and relocating business with branch office in Jammu. Proof to be attached.

3.2 The bidder should have 500 manpower on its own roll. Proof to be attached.

3.3 The bidders should have 10 trucks in its name. Proof to be attached.

3.4 The Bidders should also submit copies of statutory documents, namely PAN Card and GST Registration for records.

3.5 **Price to be quoted as per Annexure-II.** GST if any, shall be paid extra as per actual.

3.6 The charges for Insurance of material to be quoted separately. IIM Jammu reserves the right to opt the insurance or not. If the insurance is opted, settlement of any claim, will be full the responsibility of the service provider.

3.7 The offer should be valid for a period of 60 days from the date of tender opening, for our acceptance.

- 3.8 The interested bidders are required to visit our office on working hrs from 10.00 am to 5 pm (Monday – Friday) and understand about the requirements before submitting the quote.
- 3.9 Interested parties are requested to submit their quotation within the due date and time of the Tender. The sealed offer super-scribed in bold letters with the statements Quotation for **“RELOCATION OF OFFICE /HOSTEL FURNITURE AND OTHER EQUIPMENTS AT PERMANENT CAMPUS OF IIM JAMMU JAGTI, JAMMU”**, at the following address:
- Chief Administrative Officer,  
Indian Institute of Management Jammu,  
Old University Campus, Canal Road,  
Jammu- 180016.
- 3.10 Lowest offer (L-1) shall be decided based on the aggregate value.
- 3.11 Payment will be made within 30 days on submission of invoice along with all supporting documents.
- 3.12 **Settlement of disputes by Arbitration:** Any dispute or difference arising under this Contract shall be referred for adjudication at Jammu to a Sole Arbitrator to be appointed by the Director, IIM Jammu and the provisions of Arbitration & Conciliation Act, 1996 including any statutory modifications or enactment thereof shall apply to the Arbitration proceedings. The fees of the Arbitrator, if any, shall be shared equally by both the parties.

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Chief Administrative Officer  
Indian Institute of Management Jammu

### DETAILS OF ITEMS TO BE SHIFTED FROM JALLOCHAK CAMPUS TO JAGTI CAMPUS

SN	Description of item	Old Hostel GF	Old Hostel 1ST Floor	Old Hostel 2ND Floor	Admin Building GF	Admin Building 1st Floor	Admin Building 2nd Floor	Mess Building GF	Mess Building 1st Floor	New building Basement	New building GF	Outside at Open area	Items to be shifted to Jagti
1	HOSTEL TABLE	58	68	72	4	3	41	1	7	0	66	0	<b>320</b>
2	HOSTEL CHAIR	53	68	72	4	1	41	0	9	0	67	0	<b>315</b>
3	HOSTEL BED	58	66	71	1	0	41	0	8	0	68	0	<b>313</b>
4	HOSTEL MATRESS	58	64	71	1	0	41	0	8	0	69	0	<b>312</b>
5	OFFICE TABLES SET (CREAM COLOR)	0	0	0	3	3	0	0	2	0	0	0	<b>8</b>
6	OFFICE CHAIRS	0	0	0	6	6	0	0	2	0	0	0	<b>14</b>
7	LIBRARY CHAIR	0	0	0	0	30	0	0	0	0	0	0	<b>30</b>
8	LIBRARY TABLE	0	0	0	0	10	0	0	0	0	0	0	<b>10</b>
9	FACULTY TABLE (SET)	0	0	0	1	12	0	0	0	0	0	0	<b>13</b>
10	FACULTY CHAIR (BLACK)	0	0	0	1	42	0	0	0	0	0	0	<b>43</b>
11	OFFICE SIDE TABLE (CREAM COLOR)	0	0	0	0	4	0	0	0	0	0	0	<b>4</b>
12	Hostel wooden Racks	0	0	0	35	0	0	0	0	0	0	0	<b>35</b>
13	Aquaguard Eureka Forbes	0	0	1	1	1	1	0	0	1	0	0	<b>5</b>
14	Kent RO	0	0	0	0	0	0	0	0	0	1	0	<b>1</b>
15	Water Dispenser	0	0	0	9	0	0	0	0	0	0	0	<b>9</b>

## DETAILS OF ITEMS TO BE SHIFTED FROM JALLOCHAK CAMPUS TO JAGTI CAMPUS

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16	Washing Machine	2	2	2	0	0	2	0	0	0	2	0	10
17	Water Cooler	0	0	1	0	1	1	0	0	1	1	0	5
18	Printer	0	0	0	3	10	0	0	1	0	0	0	14
19	Desktop	0	0	0	21	9	0	0	0	0	0	0	30
20	UPS BIG	0	0	0	2	0	0	0	0	0	0	0	2
21	UPS+ BATTERY	1	0	0	4	21	0	0	1	0	1	0	28
22	PANEL BOARD	0	0	0	0	1	0	0	0	0	0	2	3
23	Amplifier	0	0	0	3	2	1	0	0	0	0	0	6
24	Projector Screen	0	0	0	3	2	1	0	0	0	0	0	6
25	Projector	0	0	0	3	2	1	0	0	0	0	0	6
26	Speaker	0	0	0	8	4	12	0	8	0	0	0	32
27	LED TV	0	0	0	3	2	0	0	0	0	0	0	5
28	Dryer	2	2	2	0	0	2	0	0	0	2	0	10
29	Book Rack (with glass)	0	0	0	0	5	0	0	0	0	0	0	5
30	Ladder	0	0	0	0	0	0	0	0	0	0	2	2
31	Dining Table	0	0	0	0	0	0	0	0	24	0	0	24
32	Dining Chair	0	0	0	0	0	0	0	0	138	0	0	138
33	Fly Catcher	0	0	0	0	0	0	14	0	0	0	0	14
34	INCINERATOR	0	2	0	0	0	0	0	0	0	0	0	2
35	Fire extinguiser	8	8	8	6	10	8	6	2	2	4	14	76
36	Pump	0	0	0	0	0	0	0	0	0	0	2	2
37	Classroom Desk	0	0	0	72	49	0	0	0	0	0	0	121

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38	Combination Board	0	0	0	4	0	0	0	0	0	0	0	4
39	UPS Microtech/ACP	0	0	0	4	26	0	0	0	0	0	0	30
40	Heater	0	0	0	0	25	0	0	0	0	0	0	25
41	Racks for Internet for Internet Equipment	3	1	1	1	2	1	0	1	0	1	0	11
42	net chair	0	0	0	21	0	0	0	0	0	0	0	21
43	conference room table	0	0	0	10	0	0	0	0	0	0	0	10
44	TT Table	0	0	0	0	0	1	0	0	0	0	0	1
45	Football Goal Post	0	0	0	0	0	0	0	0	0	0	4	4
46	Batminton pole + net	0	0	0	0	0	0	0	0	0	0	2	2
47	Foos Ball Table	0	0	0	1	0	0	0	0	0	0	0	1
48	Flag Pole	0	0	0	0	0	0	0	0	0	0	1	1

**Note:** The details of material may vary by 5% (increase or decrease), the service provider shall have to accept the same at same quoted price.

**FINANCIAL BID**

(To be submitted on the letterhead of the bidder)

Date:	
<b>Tender for</b> : FOR RELOCATION OF OFFICE /HOSTEL FURNITURE AND OTHER EQUIPMENTS AT PERMANENT CAMPUS OF IIM JAMMU JAGTI, JAMMU Tender Ref. NO: IIMJ/TIQ/RELOCATION/2023-24/07	
Name of the Bidder/Insurer:	
Correspondence Address:	
Tel/Mob No.:	
Email Id:	

Sl. No.	Particulars	Amount Without GST (in Figures)	Amount (in Words)
1.	The Charges (inclusive of all) for <b>Removal/ Uninstallation Job, Packing, loading and transportation Job, Unloading, Unpacking and re-fixing/reinstallation Job</b>		
2.	Insurance charges in percentage per lakh on declared value		
	<b>Total</b>		

**Note:**

- i. GST if any, shall be paid extra as per actual.
- ii. The charges should be inclusive of all. No additional charges shall be entertained other than the quoted price.
- iii. The charges for Insurance of material to be quoted separately. IIM Jammu reserves the right to opt the insurance or not. If the insurance is opted for, settlement of any claim will be full the responsibility of the service provider.
- iv. The details of material may vary by 5% (increase or decrease), the service provider shall have to accept the same at same quoted price.

**Declaration**

I/ We.....(Name of the Partner/s or Authorized Representative of Bidder) of..... (Name of the Vendor/Service Provider/ firm/ Vendor/Service Provider) do hereby declare that the entries made here are true to the best of my/our knowledge. IN/e hereby agree to abide by all terms and conditions laid down in tender document.

Place:

Date:

(Signature with stamp of the bidder)