

No.8-16/2014-Store.

Dated the July, 2014

To,

M/s. _____

Sub:- Limited tender for the supply of 4-Drawer Vertical Filling Cabinet (Steel).

Dear Sir,

Sealed tenders are invited for the supply of 4-Drawer Vertical Filling Cabinet (Steel) as per detail specifications given in Annexure:

| Sl.No. | Name of the item & Specifications | Quantity (approx.) |
|--------|---|--------------------|
| 1- | 4-Drawer Filling Cabinet (Steel) | 30 Nos |

- 1- Your tender duly signed in ink must reach this office on or before **08-08-2014 at 3.30 P.M.**
- 2- While quoting the rates the name of the articles and date of opening may be mentioned in bold letters on the top of envelope.
- 3- Any tender received after the due date shall not be entertained.
- 4- while quoting the rates information on the following points may also be furnished clearly in your quotation letter:
 - i) Whether the rates are inclusive of taxes.
 - ii) Period of validity of the quotation.
 - iii) Whether the prices are inclusive of delivery charges.
 - iv) Period of rebate, if any.
- v) Mode of payment acceptable.
- vi) Warranty period of the product.
- 5- Demonstration in support of the stores may please be done after short-listing, comparison of quality and specification.
- 6- Only original equipment manufactures/principal/authorized dealers of the items having valid manufacturing / dealership license and having adequate facilities for maintenance at major cities in India are eligible to bid for this tender. A document/certificate to support the same should be enclosed as part of the Technical as well as Financial Bid documents.
7. (a) Tenderers/bidders will have to deposit earnest money of **Rs. 10,000/-** with the tender/bid in the form of Demand Draft in favor of Assistant Director (Accounts), Forest Survey of India, Dehradun.
 - (b) EMD shall be returned to all except the tenderer/bidder selected for supply immediately after the order is placed. The selected tenderer/bidder will get the earnest money back once the material is supplied and accepted.
 - (c) In case the tenderer/bidder fails to complete the supply according to the terms and conditions of the order, the amount of EMD will be forfeited.
- 8- Please indicate, if the supply can be made from the ex-stock. In case the stores have to be arranged, period to be required for supply may also be clearly mentioned in your tender.

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Government of India



Forest Survey of India

Ministry of Environment & Forests

Kaulagarh Road, P.O.-IPE

Dehradun-248195

9. Delivery of the material FOR Director General, Forest Survey of India, Kaulagarh Road, Dehradun
- 10- While quoting the rates a certificate to the effect that your firm is registered under Central/ State Sales Tax may also be furnished.
- 11- All tenders shall be opened on **08-08-2014 at 4 PM** by an officer authorized to do the same. The office has no objection for the presence of any tendered or their representative at the time of opening.
- 12- The office reserves the right to reject any and all tender without assigning any reason thereof.
- 13- The tender must be addressed to **Director General, Forest Survey of India, Kaulagarh Road, P.O. IPE, Dehradun.**

Yours Sincerely,

(N.S. Mathur)
Assistant Director(Store)

Annexure

Dimensions and Tolerances

Dimensions: The overall dimensions of the Four Drawer filling cabinets given below:

| S. No. | Description | Dimension (mm) |
|--------|---|----------------|
| 1. | Overall height from finished floor level to top of the cabinet including pedestal | 1380 |
| 2. | Depth from face to back | 700 |
| 3. | Width | 470 |

Drawer Dimensions: The minimum clear internal dimensions of the drawers for holding a standard suspension holder running on cradle strips having centre to centre distance of 385 mm, the height of the largest holder being 255 mm including 15 mm high tab. The depth of the drawers shall be not less than 600 mm. The bottom of the lowest drawer shall be minimum 75 mm above the floor level.

Tolerances: The dimensions specified above shall not vary by more than ± 5 mm.

Fabrication

Sides and Back: The sides and back shall be made from steel sheet not less than 0.8 mm thick and without any burrs or dents. The width of the side sheets shall correspond to the depth of the cabinet. The width of the back sheet shall correspond to the width of the cabinet. A top cover shall be provided and the sides and back shall extend from the bottom edge of the top cover to the floor.

Top and Bottom: The top and bottom shall be of steel sheet not less than 0.8 mm thick. The width of the top and bottom shall cover the width of the cabinet and the length shall cover the depth of the cabinet.

Filling Drawer: The drawer shall be made from steel sheet not less than 0.63 mm thick. The drawer front shall have a back cover secured to it to make it box type. The drawer shall have an arrangement on the sides to seat it on the slides and an arrangement by a locking mechanism to stop it when fully pushed in.

Clutch Compressor Plate or Cradle Strips: The clutch compressor plate shall be made from steel sheet not less than 1.0 mm thick and shall be suitably guided throughout the depth of the drawer. It shall have an arrangement for clutching the drawer at any desired position. If instead of clutch compressor plate cradle strips are provided, they shall be fitted to each drawer in pairs extending over the depth of the drawer. They shall be of aluminum, galvanized steel or mild steel. In the case of mild steel cradle strips, they shall be either painted and provided with a plastic or aluminum cladding, or cadmium plated.

Checks: Each drawer of the cabinet shall be removable but shall be fitted with a positive stop to prevent inadvertent withdrawal. The drawers may be fitted with an automatic check to prevent rebound, if required.



Drawer Suspension: The drawer suspension shall be one of the following types to ensure withdrawal of the full depth of the drawer:

- (a) Ball bearing suspension
- (b) Solid roller suspension, and
- (c) Ball bearing roller suspension

Handles: Each drawer shall be provided either with a handle made from corrosion-resistant material and fixed to the front of the drawer or with a built-in pull.

The drawer handle shall be strong enough to take a normal minimum pull of 50N. There shall be no sharp corners or edges to avoid injury and damage to clothing.

Label Holders: The label holders shall be made from corrosion-resistant metal sheet or mild steel sheet, not less than 0.63 mm in thickness, to hold card of size 100 x50 mm and shall be fixed to the front of the drawers. Mild steel label holders shall be properly finished.

Locks: Locks, if provided, shall be of the automatic unit type having not less than 6 levers or of the pin cylindrical type having not less than 4 pins, with duplicate keys of non corrosive metal.

Locking mechanism: The locking mechanism shall be made from steel sheet not less than 1.6 mm thick. The arrangement shall be such as to lock all the drawers simultaneously from the front of the cabinets.