



BY E-MAIL.

କର୍ମଚାରୀ ରାଜ୍ୟ ବୀମା ଯୋଜନା ନିର୍ଦ୍ଦେଶାଳୟ, ଓଡ଼ିଶା.

DIRECTORATE OF EMPLOYEES STATE INSURANCE SCHEME, ODISHA.

ଏ-୧୨୨, ଯୁନିଟ୍ -୮, ନୟାପଲ୍ଲୀ, ଭୁବନେଶ୍ୱର, ପିନ୍ -୭୫୧୦୧୨.

A-122, Unit-VIII, Nayapalli, Bhubaneswar, Pin-751012.

**No.1368/DESI/
OE-II-22/2025**

dt. 25/02/2025

Quotation Call Notice

Sealed quotations are invited from authorised Distributors/Dealers/Govt Consumer Co-operative Stores for the "Supply of Furniture" which shall conform to the terms and conditions (Appendix – A) to the Directorate of ESI Scheme, Odisha, Bhubaneswar during the financial year 2024-25.

1. The Bidder shall have a valid GST registration to participate in the bidding.
2. The Bidder, participating in the bidding process under the jurisdiction of Municipal Corporations, Bhubaneswar and shall be registered on Gem Platform.
3. The undersigned will not be responsible for any delay by post/ courier service.
4. The Bidder must provide Registered Firm Name, Address, GST number (having up to date GST return), PAN number, E-mail Id, Contact No. in the prescribed format given in APPENDIX-B & C .
5. The undersigned reserves the right to accept or cancel any or all the quotations without assigning any reason whatsoever.
6. The quotation call notice containing General Bid Information & Terms and conditions for Supply of furniture etc. is available with Directorate of ESI Scheme, Odisha, Bhubaneswar from 28.02.2025 to 06.03.2025 on Office Website www.esis.odisha.gov.in / Department's website www.labour.odisha.gov.in .
7. The Quotation completed in all respect should reach the undersigned via Registered Post/Speed Post/Courier on or before 06.03.2025 by 5.00 PM and shall be opened on 07.03.2025 at 5.00 PM. in presence of bidders or their authorised representative.

scd/-

**Seal & Signature
Of Quotation calling Authority**

Visitors Chair	<ol style="list-style-type: none"> 1. Seat Height: Typically 16 to 20 inches from the ground 2. Seat Depth: Around 16 to 18 inches 3. Seat Width: Generally 18 to 22 inches for a comfortable sitting experience 4. Backrest Height: Between 18 and 24 inches 5. Overall Chair Height: Usually ranges from 30 to 40 inches, depending on backrest style 6. Armrest Height: Varies, but typically 7 to 10 inches from the seat 	9	
Wooden Table	<ol style="list-style-type: none"> 1. Length: 48 to 60 inches (122 to 152 cm) 2. Width: 24 to 30 inches (61 to 77 cm) 3. Height: 28 to 32 inches (71 to 82 cm) 	5	
Steel Almirha (For Office files)	<ol style="list-style-type: none"> 1. Height: 66–72 inches (167–183 cm) 2. Width: 36–48 inches (91–122 cm) 3. Depth: 18–24 inches (46–61 cm) 4. Shelves: 4–6 5. Shelf Height: 12–15 inches (30–38 cm) between shelves 6. Sheet Thickness (All Side): 0.8mm 7. Pedestal Thickness: 1.2mm 	10	
Executive writing table	<ol style="list-style-type: none"> 1. Length: 72 inches (183 cm) 2. Width: 36 inches (91 cm) 3. Height: 30 inches (76 cm) 	1	
Wooden Stool	<ol style="list-style-type: none"> 1. Seat Diameter: 12–16 inches (30–40 cm) 2. Seat Height: 18–30 inches (46–76 cm) – Adjustable stools can vary in this range. 3. Footrest Height: 7–12 inches (18–30 cm) above the seat, if applicable. 4. Overall Stool Height: 18–30 inches (46–76 cm) 5. Base Width/Length: 12–16 inches (30–40 cm) 	4	

List of the items required and their Specification/Dimensions

PRODUCT NAME	SPECIFICATION	QUANTITY	REMARKS
Ex' Revolving Chair with arm hydraulic system heavy quality base with wheel fitted	<ol style="list-style-type: none"> 1. Seat Height (Adjustable): 16 to 21 inches (40 to 53 cm) from the ground 2. Seat Width: 20 to 22 inches (51 to 56 cm) 3. Seat Depth: 18 to 20 inches (46 to 51 cm) 4. Backrest Height: 22 to 28 inches (56 to 71 cm) from the seat, typically supporting mid or high back 5. Armrest Height: 7 to 9 inches (18 to 23 cm) above the seat 6. Overall Chair Height (From Floor to Top of Backrest): 38 to 45 inches (97 to 114 cm) 	12	
Executive Wooden Chair With Arm teak wood make	<ol style="list-style-type: none"> 1. Seat Height: 18–22 inches (45–56 cm) 2. Seat Depth: 19–22 inches (48–56 cm) 3. Seat Width: 20–24 inches (51–61 cm) 4. Backrest Height: 26–32 inches (66–81 cm) 5. Backrest Width: 22–24 inches (56–61 cm) 6. Armrest Height: 7–9 inches (18–23 cm) above the seat 7. Armrest Width: 2–3 inches (5–8 cm) 	1	
Wooden Chair With Arm teak wood make	<ol style="list-style-type: none"> 1. Seat Height: 16–18 inches (41–46 cm) 2. Seat Depth: 16–18 inches (41–46 cm) 3. Seat Width: 18–20 inches (46–51 cm) 4. Backrest Height: 16–20 inches (41–51 cm) 5. Backrest Width: 18–20 inches (46–51 cm) 6. Armrest Height: 6–8 inches (15–20 cm) above the seat (optional for some designs) 7. Armrest Width: 2–3 inches (5–8 cm) (if applicable) 	11	
Writing Top for Table	<ol style="list-style-type: none"> 1. Length: 30–36 inches (76–91 cm) 2. Width: 18–24 inches (46–61 cm) 3. Height: 1–2 inches (2.5–5 cm) 4. Material – Acrylic 	1	

APPENDIX - A

Terms & Conditions

1. The price quoted must be inclusive of all taxes, supplying, fitting, transportation charges and other levies to the destination.
2. Materials must be delivered & installed at Directorate of ESI Scheme, Odisha, Bhubaneswar within 7 days from the date of issue of order, failing which the undersigned reserves the right to cancel the order.
3. The undersigned reserves the right to inspect the materials prior to dispatch from the manufacturer/ Authorised Dealers godown. 100% quality should be delivered as per sample displayed.
4. The undersigned reserves the right to add/change/delete any of the items quoted.
5. The undersigned reserves the right to increase or decrease of the quantities.
6. The Purchase Committee reserves the right to select more than one bidder for one or more items at its discretion.
7. Written warranty must be provided by the bidder for the respective items.
8. On all the matters relating to this quotation call document, the decision of the purchase committee shall be final and binding and the same cannot be referred to the court of law.
9. Payment shall be made after installation of the products & satisfaction of the Purchase Committee, Directorate of ESI Scheme, Odisha, Bhubaneswar.
10. Bidder must attach self-attested copy of his/her GST registration Certificate, up to date GST return proof and PAN Card with the bid documents.

Bidder Details

Sl No.	Description	Full Details
1.	Name	
2.	GSTIN	
3.	PAN	
4.	Address	
5.	Contact No.	
6.	E-mail address	

COVERING LETTER

(In Bidder's Letter Head)

To

The Director
Employees State Insurance Scheme,
Odisha, Bhubaneswar.

Subject: Supply of furniture to Directorate of ESI, Bhubaneswar.

Madam

I, the undersigned, offer to Supply of furniture articles to Directorate of Employees State Insurance, Odisha, Bhubaneswar in accordance with your Tender Call Notice No. _____, Dated: _____. Our attached Financial Proposal is for the sum of Rs. _____. The quoted rate is inclusive of all taxes/other charges/levies/duties, transportation cost & delivery of the complete material to Directorate of ESI Scheme, Odisha, Bhubaneswar. I do hereby undertake that, in the event of acceptance of our bid, the supply shall be made in respect to the terms and conditions as stipulated in the BID document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of days from the date of opening of the financial bid. I have carefully read and understood the terms and conditions of the Bid document and do hereby undertake to provide the article accordingly.

I understand that you are not bound to accept any proposal you receive.

Yours faithfully,

Address of the Bidder

Signature