

**National Institute of Technology Meghalaya**  
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Meghalaya, India

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**Ref. No: NITMGH/ES/EOI Furniture/2023-24/570**

**Date: 12.06.2023.**

**NOTICE INVITING EXPRESSION OF INTEREST FOR SUPPLY AND INSTALLATION OF CLASSROOM FURNITURE AND FIXTURES (WHITE BOARD/BLACKBOARD WITH HOLDER FOR PENS/CHALK/DUSTER/ERASER ETC.) AT PERMANENT CAMPUS OF NIT MEGHALAYA AT SOHRA.**

NIT Meghalaya invites sealed Expression of Interest (EOI) from reputed Manufacturers / Authorized Dealers for Supply and Installation of Classroom Furniture and Fixtures (White Board/Blackboard with holder for pens/chalk/duster/eraser etc.) at its permanent campus at Sohra.

Last date for submitting the EOI to the undersigned is on or before **1:00 p.m. on 12.07.2023.**

**INSTRUCTIONS:**

1. EOIs are to be submitted in single sealed envelope.
2. The address of the firm submitting the EOI and the Officer to whom the EOI is addressed must appear distinctly on sealed covers. Further, on sealed cover, the following are to be written:

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**LAST DATE OF SUBMISSION: 12.07.2023, 1:00 p.m. The EOIs shall be opened on the same day at 3:00 p.m.**

3. The interested parties shall provide the following details:-
  - a. Design/Layout of the classroom furniture for the students and the instructor.
  - b. The durability of the materials considering the weather conditions of the place.
  - c. Design/Layout of the whiteboard/blackboard, holder for pen/chalk/duster/eraser etc.
4. The interested parties will be allowed to visit the Institute Permanent Campus for inspection and measurement of the classrooms.
5. After successful submission of the EOIs, the Institute may invite the concerned vendors to give detailed one-on-one presentation on their proposal.
6. All documents submitted should be self-attested with seal of the firm.

7. Firms must unconditionally accept all terms and conditions stipulated in this Notice and all pages of the Notice, including all enclosures should be numbered and must be duly filled in, signed and stamped by the authorized representative(s). EOIs received without a copy of the Notice duly signed and sealed on all pages will be rejected.
8. **Late and delayed submission of EOI:** Late and delayed submission of the EOI will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date, the next working day shall be the prescribed date of closing/opening.
9. The submitted documents are not transferable and the seal and signature of the authorized official of the firm(s) must appear on all the papers and envelopes submitted.
10. At any time prior to the date of submission of Expression of Interest, NIT Meghalaya may, for any reason, either of its own or in response to a clarification from an interested firm, modify the Notice by an amendment / corrigendum. **Any such amendment / corrigendum will be notified through the Institute's website only.** Interested firms are advised to check the Institute's website every now and then for any amendment / corrigendum. In order to provide reasonable time to take the amendment into account in preparing the documents, NIT Meghalaya may extend the date and time for submission of EOIs.
11. There shall be no commitment to the vendors for supply of furniture based on the EOI and/or the presentation. Supply and installation of the required furniture shall only be concluded through proper tendering procedures as per government norms and guidelines.

Sd/-  
Registrar