



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament

Deoghat, Jhalwa, Allahabad-211015 (U.P.) INDIA

Ph.: 0532-2922025, 2922067, Fax : 0532-2430006, Web : www.iiita.ac.in, E-mail : contact@iiita.ac.in

Ref no. IIIT-A/ENQ/FIP/346_6.1/252/2018

Date: 19/07/2018

Enquiry Letter

M/s.

.....

Ph. No.:

Sub: Quotations for procurement of Electrical Items at IIIT-Allahabad.

Enquiry issue date: 19.07.2018

Last date of submission: 03.08.2018 at 12:00 Noon

Opening of Bid: 03/08/2018 at 4:00 PM

Dear Sir,

Institute is inviting sealed quotations for the "**Purchase of Electrical Item for Providing Electrical Points in IRCB Lab at IIIT-Allahabad**" as per details given in below table:-

Sl. No.	Description of Items	Make	Qty.	Unit Rate (Rs.)	Amount (Rs.)
1.	2 Way Metal MCB Box	Havells/L&T	04 Nos.		
2.	32 A Double pole MCB(C)	Havells/L&T	04 Nos.		
3.	6 Modular Box PVC	Anchor(Roma)/Havells/L&T	16 Nos.		
4.	6 Modular Plate PVC	Anchor(Roma)/Havells/L&T	16 Nos.		
5.	3 Modular Box PVC	Anchor(Roma)/Havells/L&T	16 Nos.		
6.	3 Modular Plate PVC	Anchor(Roma)/Havells/L&T	16 Nos.		
7.	20 A Modular Socket PVC	Anchor(Roma)/Havells/L&T	48 Nos.		
8.	20 A Modular Switch PVC	Anchor(Roma)/Havells/L&T	48 Nos.		
9.	2.5 MM ² 3core cable PVC	Anchor(Roma)/Havells/L&T	01 Nos.		
10.	38 No. Wooden Screw (100 Pcs in each Pkt.) ISI Mark		12 Nos.		
11.	38 No. Wooden Gulli (100 Pcs in each Pkt.) ISI Mark		12 Nos.		
12.	¾"×1Meter PVC Casing-capping Make Anchor, Plaza etc		12 Nos.		
Total Amount(in Rs)-					
Taxes (GST)-					
Grand Total (in Rs)-					

You are requested to submit the sealed quotation by courier/speed post with complete details of specifications, terms & conditions, etc. **upto 03/08/2018 at 12:00 Noon**. Quotations duly sealed may also be dropped in the tender box placed in the office of the **Faculty In-Charge (Purchase), IIIT-Allahabad**. Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R destination at IIIT-A, Deoghat Jhalwa, Allahabad. **Kindly mention enquiry number,**

subject, due date, contact address etc., on your quotation. Incomplete quotation will not be accepted.

Quotation should be addressed to **Faculty In-Charge (Purchase), IIIT-Allahabad, Deoghat Jhalwa, Allahabad-211015.**

Note:

1. FOR destination IIIT-Allahabad.
2. Quoted rate should be valid for at least 60 days.
3. Enquiry/tender must be quoted in prescribed format on the letter head of the firm/vendor, otherwise quotation may be rejected.
4. Supply should be completed within 02 weeks from the receipt of the Purchase order. If, the work/supply delayed beyond the stipulated time of completion of work/supply penalty of 1% per week of total cost may be imposed at the discretion of competent authority. The penalty may be upto 10% of the total cost.
5. If it is found that items are fake or of sub-standard quality and not conforming to the required specifications, the firm, will have to replace the fake/ sub-standard items with genuine ones immediately but they will also be liable to be blacklisted.
6. Rate quoted by the firm should not be higher than the MRP/prevaling market rate.
7. Conditional quotations are liable to be rejected. In the event of acceptance, Director's decision will be final. The rates should be quoted as per our required specifications. The quotation which is not as per our required specifications will not be considered on any ground.
8. The right to accept or reject any tender/ quotation, partially or wholly, including lowest quotation without assigning any reason whatsoever thereof or incurring any liability thereby is reserved with the Director, IIIT, Allahabad. The Director, also reserves the right to split the tender and place the orders for supply of item(s), mentioned in the enquiry letter on one or more tenderer. The decision of the Director, with regard to enforcement of these terms and conditions herein contained, as a result of breach of these conditions by successful Tenderers, shall be final and the Director, shall not be liable for any damage/liability put forth by the Tenderers at any stage of the transaction arising out of the enforcement of any or all herein contained terms and conditions.
9. In case the firm fails to complete the job within maximum specified period Institute reserves the right to get the job done by any other firm and the difference of cost if any, will be recovered from the defaulting firm.
10. Payment will be made within fifteen after completion of supply, satisfactory inspection & satisfactory report. No conditions/clause with regard to interest etc. shall be entertained.
11. All the documents submitted must be legible and self attested. Otherwise it is likely to be rejected.
12. In view of wide publicity the details are also available on our web site (www.iiita.ac.in), may be seen.
13. EMD fee (if applicable) should be directly transfer into the bank account (IIIT-A General AC) of Indian Institute of Information Technology Allahabad through RTGS/NEFT and the tender document should be accompanied with the transaction receipt of RTGS/NEFT (Any bid without EMD fee receipt will not be considered). EMD receipt should be enclosed in a separate envelop. Kindly mention your email ID & contact no. on this envelop.

The detail of institute's Bank account is as below;

Account Name	Bank's Name with Branch office Address	Account No.	IFSC Code
IIITA General Account	Indian Overseas Bank, 61, M.G. Marg, Civil Lines, Allahabad	035001000060976	IOBA0000350

14. The EMD (If applicable) shall be returned to the bidder (s) whose offer is not accepted by the Institute within 15 days after finalization and award of the contract without any interest through NEFT/RTGS into their bank account as provided by the Firm. If the return of EMD is delayed for any reason, no interest/penalty shall be payable to the bidder.

15. Tenderer should take into account any corrigendum published on the Tender/Enquiry document before submitting their bids. All such corrigendum will be placed on IIIT-A website www.iiita.ac.in. Intending tenderers are advised to visit www.iiita.ac.in for regular update, if any, till the closing date of tender for any corrigendum/ addendum/ amendment. IIITA will not be responsible for ignorance of any update.

16. Details of Bank account of Firm for return of EMD and/or Performance Security/Bill Payment through NEFT/RTGS (If applicable)

Name of Firm	Bank's Account Holder Name	Bank's Address Branch office	Name complete of office	Type of Account Name	Account No.	IFSC Code

17. May feel free to contact on E-mail-info.purchase@iiita.ac.in, Ph. No. : 0532-2922061.

18. Kindly quote your Income Tax PAN No./GST No. etc. on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.

19. The lowest rate will not be the basis of claim to get the order.

20. All disputes are subject to Jurisdiction of Allahabad Courts.

21. Kindly quote your email ID and Bank details etc.

leps

Faculty In-Charge Purchase

Read and accepted

Signature & stamp of Bidder or Authorized Signatory