



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद  
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, ALLAHABAD

Deoghat Jhalwa, Allahabad – 211 011 (U.P.), India

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Ref. No. : IIIT-A/ENQ/DR(E)/2220/ 2015

Date : 07<sup>th</sup> October 2015

**Enquiry for Hiring of Carpets, Bed Sheet, Table, Chair etc  
for 10<sup>th</sup> convocation 2015.**

To,

M/s. ....

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Sir,

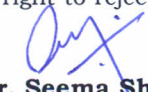
IIIT-A invites enquiry for hiring of below items at its Jhalwa Campus on the Occasion of "10<sup>th</sup> convocation" organized on 9<sup>th</sup> November 2015. Kindly quote your rates as per below mentioned specification.

S.No.	Item	Qty.	Unit rate Rs.	Total Amount Rs.
1.	Blue matting for dais (60x25 sqft.)	1500 sqft.		
2.	Red matting for floor (6x100)	600 sqft.		
3.	Table with cloth (white runner for covering of the main dais)	15 ft.		
4.	Jury Chairs-	04 nos.		
5.	PVC cushion chair (VIP)-	20 nos.		
6.	Sofa Sets (3 seater+2seater) for VVIP	03 sets		
7.	VIP Sofa Sets-	03 sets		
8.	Center Table -	03 pcs.		
9.	Bed Sheet-	1200 nos.		
10.	Mattress -	600 nos.		
11.	Pillow (with cover) -	600 nos.		
12.	Bucket -	90nos.		
13.	Mug-	150 nos.		
14.	Water dispenser-	50 nos.		
15.	Takhat-	05 nos.		
16.	Tables with table cloth & runner-	40 nos.		
17.	Kanat-	100 ft.		
18.	Kanat (15ft x 45ft water proof)-	03 sets		

You are requested to send the quotation by courier or speed post with complete details of specifications, terms & conditions etc. **upto 19/10/2015 till 12:00 Noon**. Rates should be quoted with all taxes inclusive. Quotations duly sealed may be dropped in the tender box placed in the office of the Deputy Registrar (E). Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Allahabad.

**Note:**

1. F.O.R. destination at IIIT-A, Deoghat Jhalwa, Allahabad.
2. Enquiry must be quoted in prescribe format.
3. May feel free to contact on E-mail [info.purchase@iiita.ac.in](mailto:info.purchase@iiita.ac.in), Ph. No. : 0532-2922051.
4. In view of wide publicity the details are also available on our web site ([www.iiita.ac.in](http://www.iiita.ac.in)), may be seen.
5. Kindly quote your Income Tax PAN No./TIN No., Service Tax Registration No. etc. mandatorily on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.
6. Rate quoted should be inclusive of all taxes.
7. The lowest rate will not be the basis of claim to get the order.
8. No. of items is approx. and may increase or decrease as per need.
9. Hiring of above items will be completed within the stipulated time, otherwise whole order will be treated as cancelled and no payment will be released.
10. It is mandatory to mention enquiry reference number, subject, due date contact address etc on your quotation. Incomplete quotation will not be accepted.
11. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any enquiry.

  
(Dr. Seema Shah)  
Deputy Registrar (E)

**Copy to:**

- Hon'ble Director for kind information.