



# 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

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Ref. no. IIIT-A/ENQ/JR(S&P)/396/2017  
Date: 19/12/2017

## Enquiry Letter

M/s. ....  
.....  
Ph. No.: .....

**Sub: Quotation for purchase 42 U Networks Enclosure Frame-800X1000-Steel and KVM Switch**

**Enquiry issue date: 19/12/2017**  
**Last date of submission: 08/01/2018 at 12:00 Noon**

Dear Sir,

Institute intends to purchase 42 U Networks Enclosure Frame-800X1000-Steel and KVM Switch for which quotations are invited as per details given in below:-

Sl. No.	Items/Specification	Qty.	Unit rate in Rs.	Total Rs.
1.	<b>42 U Networks Enclosure Frame-800X1000-Steel</b>			
2.	Caster Set of 04	01		
3.	Adjustable Levelers set of 04	01		
4.	19" Reduced Channel-Loop Type	01		
5.	Glass Door-800-42U	01		
6.	Hexagonal Perforated Door-42-800-Dual	01		
7.	Side Panels-1000-42U-Vented	02		
8.	Mounting Hardware-(Pack of 20)	01		
9.	FHU with 4 Fan 360CFM	01		
10.	Vertical Power Distribution Unit with 12x5/15 sockets Round Pin, 230	01		
11.	Volts AC, 32 Amp with Plug	01		
12.	Vertical Cable Manager-42U-Loop	01		
13.	Horz. Cable Manager-1U-Loop	01		
	<b>KVM Switch</b>			
14.	8 Computers to be Controlled via VGA and HDMI for Display and USB for Keyboard and Mouse (with required cable set)	01		
	<b>Total Amount -</b>			
	<b>Taxes (GST) -</b>			
	<b>Grand Total-</b>			

You are requested to submit the quotation by courier/speed post/by hand with complete details of specifications, terms & conditions, warranty/guarantee etc. **latest by 08/01/2018 at 12:00 Noon.** Quotations duly sealed may be dropped in the tender box placed in the office of the Joint Registrar (S&P), 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 **Joint Registrar(S&P), IIIT-Allahabad, Deoghat Jhalwa, Allahabad-211015.**

**Terms & Conditions:**

1. Quoted rates should be valid at least for 60 days.
2. May feel free to contact on e-mail [info.purchase@iiita.ac.in](mailto:info.purchase@iiita.ac.in), Ph. No: 0532-2922051.
3. Kindly quote & attach a copy of your income tax PAN No. / GST no. etc. mandatory on the quotation raised by you. If PAN no. not quoted, 20% TAX will be deducted at source.
4. Supply of the above items must be completed within 4 weeks from the date of receipt of the order. If the supply delayed beyond the stipulated time of completion of the supply, penalty of 1% per week or maximum 10% of the total cost may be imposed at the discretion of the competent authority.
5. Payment will be made on the actual basis as per item received against the supply order.
6. All disputes are subject to the jurisdictions of Allahabad.
7. Price basis & applicable Tax claim: Price should be quoted by interested Tenderer is inclusive of all up to F.O.R. IIITA, Allahabad basis. Vendor should clearly mention the Rate of applicable GST Tax separately, if firm will not mentioned the Taxes clearly on their Price Quotation, IIIT - Allahabad will assume that the quoted price is inclusive of all and no extra amount in later stage shall be paid by IIIT, Allahabad on account of Taxes.
8. 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.
9. Rate quoted by the firm should not be higher than the MRP/ prevailing market rate.
10. 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.
11. Evaluation of offers will be made on the basis of total amount of all items inclusive of all charges, taxes, duties, etc., for the indicated quantity in the attached format. Rate for all the items is to be quoted by the tenderer. In case of any item has not been quoted by any bidder that bid for such items will be loaded with the highest rate received for that item as evaluation is to be done on the total amount of all the items for the indicated quantity. However, while awarding the rate contract successful bidder has to supply all the items and for those items for which bidder has not quoted the rates will get the lowest rate received in the tender. Every bidder has to agree to this condition failing which its offer will not be considered for award of work.
12. 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 Tenderer/s, 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.
13. Payment will be made within fifteen days after completion of work, satisfactory inspection & satisfactory report. No conditions/ clause with regard to interest etc. shall be entertained.
14. The quantity shown in this tender is only approximate requirement and is subject to alteration at the time of placing the supply order and during the pendency of the quotation it will be binding on the part of the successful Tenderers to honour and comply with such orders placed by this Institute.
15. All the documents submitted must be legible and self attested. Otherwise it is likely to be rejected.
16. 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.
17. 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. Unsuccessful bidders may collect the EMD (within next 10 days after finalization & award of the



contract) from Store and Purchase Section, IIIT-A between 3PM to 5PM on any working day after providing a copy of any Photo Identity Card. After these 10 days EMD will be sent by registered post to the postal address provided by the firm/bidder. Representative may also collect the EMD on behalf of the bidder, after providing an authorization letter from the bidder along with a copy of his photo identity card. If the return of EMD is delayed for any reason, no interest/penalty shall be payable to the bidder.

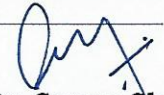
18. Tenderers responding to this enquiry shall be deemed to be agreeable to the terms and conditions herein contained. These terms and conditions shall be binding on the part of the successful tenderer.
19. Complete Postal address of tenderer/bidder (to dispatch the EMD to unsuccessful bidder).

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**(Dr. Seema Shah)**  
**Joint Registrar(S&P)**

**Copy to:**

- Hon'ble Director for kind information.