



Indian Institute of Information Technology, Allahabad
An Institute of National Importance by Act of Parliament
Deoghat, Jhalwa, Allahabad-211012 (U.P.) INDIA

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Ref no. IIIT-A/DR(S&P)/39/2017
Date: 07/09/2017

Enquiry Letter

M/s.

Ph. No.:

Sub: Quotation for Purchase of Electrical item at IIIT-A

Enquiry issue date: 07/09/2017

Last submission date: 25.09.2017 at 12:00 Noon

Opening of Bid: 25.09.2017 at 4:00 PM

Dear Sir,

Institute intends to purchase the following electrical items for which quotations are invited as per details given in below:-

Sl. No.	Item Description	Unit	Qty.	Unit rate Rs.	Total Rs.
1.	0.5W LED Bulb make: Philips (Pin type B22)	No.	50		
2.	Holder Ceramic (Pin type B22)	No.	40		
3.	6" PVC Globe with bracket (Make : Havells)	No.	50		
4.	½" PVC flexible	No.	1 Bundle		
5.	1.5MM wire (Black/Red) Make - Havells	No.	4 Bundle		
6.	LED spot light : AmphluxBVD420 surface mounted compact light Make:Philips	No.	36		
7.	1" PVC conduit	No.	24		
8.	1" PVC Bend	No.	16		
9.	PVC Tape	No.	12		
10.	2.5 SqMM 3 core cable (Make – Havells)	No.	1 Bundle		
11.	Magnum flood LED LIGHT IP65 (Make:Bajaj)	No.	6		
	TOTAL -				

You are requested to submit the quotation by courier/speed post with complete details of specifications, terms & conditions, warranty/guarantee etc. **up to 25/09/2017 at 12:00 Noon.** Quotations duly sealed may be dropped in the tender box placed in the office of the Deputy Registrar (S&P), IIIT-Allahabad. Basic rate, taxes and freight charges etc. must be quoted separately. Quotation should be addressed to **Deputy Registrar (S&P), IIIT-Allahabad, Deoghat Jhalwa, Allahabad-211012.**

Terms & Conditions:

1. Rates inclusive of all taxes / GST as applicable should be quoted separately.
2. F.O.R destination at IIIT-A, Jhalwa Campus, Allahabad.
3. Quoted rates should be valid at least for 60 days.
4. Quotation must be quoted in prescribed format.
5. Payment will be made within fifteen days after delivery and specification.
6. May feel free to contact on e-mail info.purchase@iiita.ac.in, Ph. No : 0532-2922051.
7. Kindly quote 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.
8. The lower rate will not be the basis of claim to get the order.
9. If the supplied items not found according to the specifications and quality as per order, it will not be accepted.
10. Supply of the above items must be completed within 2 weeks from the date of receipt of the order. If the supply delayed beyond the stipulated time of completion of the supply, penalty of 10% of the total cost may be imposed at the discretion of the competent authority.
11. Quantity may increase or decrease, payment will be made on the actual basis as per quoted rates.
12. It is mandatory to mention enquiry reference number, subject, due date, contact number, address, GST No. etc on your quotation. Incomplete quotation will not be accepted.
13. Director, Indian Institute of information Technology, Allahabad reserves the right to reject or accept any tender.
14. All disputes are subject to the jurisdictions of Allahabad.

(Dr. Seema Shah)
Deputy Registrar (S&P)

- Copy to: Hon'ble Director for kind information.