



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

An Institute of National Importance by Act of Parliament
Deoghat, Jhalwa, Prayagraj-211015 (U.P.) INDIA

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Ref no. IIIT-A/ENQ/S&P/1739/2431/2025
Date: 14/05/2025

Enquiry Letter

M/s.

Ph. No.:

Sub: Quotation for Aluminum work in Reki Centre at CC-II, IIIT-Allahabad.

Enquiry issue date: 14/05/2025

Last submission date: 02/06/2025 upto 12:00 Noon

Opening of Bid: 02/06/2025 at 4:00 PM

Dear Sir,

Institute intends "Aluminum work in Reki Centre at CC-II, IIIT-Allahabad" for which quotations are invited as per details given in below.

| Sl. No. | Description of works | Unit | Qty. Apx. | Unit Rate | Amount (Rs.) |
|---------|--|------|-----------|-----------|--------------|
| 1. | Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately) : For fixed portion Polyester powder coated aluminium (minimum thickness of polyester powder coating 50 micron) | Kgs | 46.04 | | |
| 2. | Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately) : For shutters of doors, windows & ventilators including providing and fixing hinges/ pivots and making provision for fixing of fittings wherever required including the cost of EPDM rubber / neoprene gasket required (Fittings shall be paid for separately) Powder coated aluminium (minimum thickness of powder coating 50 micron) | Kgs | 15.03 | | |

| | | | | | |
|----------------------|---|------|------|--|--|
| 3. | Providing and fixing 12 mm thick prelaminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in panelling fixed in aluminum doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per directions of engineer-in-charge. Pre-laminated particle board with decorative lamination on both sides. | Sqm | 2.48 | | |
| 4. | Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge. (Cost of aluminium snap beading shall be paid in basic item): With float glass panes of 5 mm thickness (weight not less than 12.50 kg/sqm) | Sqm | 4.40 | | |
| 5. | Providing and fixing aluminium tower bolts, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour or shade, with necessary screws etc. complete : Size 200x10 mm. | Nos. | 2.00 | | |
| 6. | Providing and fixing 100mm brass locks (best make of approved quality) for aluminium doors including necessary cutting and making good etc. complete. | Nos. | 2.00 | | |
| 7. | Providing and fixing aluminium handles, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour or shade, with necessary screws etc. complete : 125 mm. | Nos. | 4.00 | | |
| Total Amount- | | | | | |
| Taxes (GST)- | | | | | |
| Grand Total- | | | | | |

Note- Vendor are desired to quoted their rates in above prescribed format.

You are requested to submit the quotation by courier/speed post with complete details of specifications, terms & conditions warranty/guarantee etc. **up to 02/06/2025 (12:00 Noon)**. Quotations duly sealed may be dropped in the tender box placed in the office of the Deputy Registrar (S&P), Admin extension building-II (East wing), IIInd Floor, IIIT-Allahabad. Basic rate and taxes must be quoted separately.

Quotation should be addressed to **Deputy Registrar (S&P), IIIT-Allahabad, Deoghat Jhalwa, Prayagraj-211015**. Kindly mention enquiry reference number, subject, due date contact address etc on envelopes. Incomplete quotation will not be accepted.

1. PREQUALIFICATION CRITERIA FOR BIDDER

1.1 Bidder should have technical experience of having successfully completion Certificate of similar Nature of work during the last 3 years in any Central/state Government/PSU/Autonomous bodies in appropriate class like CPWD, MES, PWD/central University & Any other Govt. Institute/Organization/Departments/Nagar Nigam etc. **Before last date of tender submission for the purpose of consideration as technical experience.** Bidder should Satisfying below condition with in the last years. For the purpose of consideration as technical experience bidder should Satisfying below condition:

1.1.1 One work completion Certificate costing not less than **Rs.0.40 Lakhs.**

OR

1.1.2 Two work completions Certificate each costing not less than **Rs. 0.25 Lakhs.**

OR

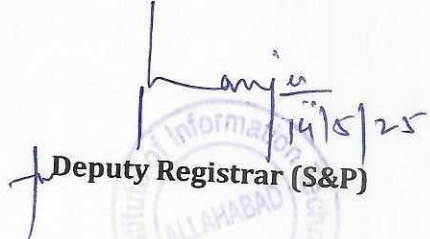
1.1.3 Three work completions Certificate each costing not less than **Rs. 0.20 Lakhs.**

(Attested copies of all the above work Completion certificates must be submitted along with the tender).

- 1.2 The bidder should submit proof of average annual turnover of Rs. 0.25 Lakhs for the Last 3 financial years (2021-22, 2022-23 and 2023-24). Audited and certified copies of balance sheet, letter mentioning turnover and profit and loss statement of these three years duly certified by chartered accountant should be submitted.
Note: If any bidder does not furnish the turnover value for any financial year out of the last 3 financial years, the turnover for that financial year shall be taken as 'Zero' and the average annual financial turnover shall be calculated accordingly.
- 1.3 Contractor must be registered in Central/state Government/PSU/Autonomous bodies in appropriate class like CPWD, MES, PWD & any central University Nagar Nigam etc. The validity of the registration should be for the current year clearly mentioned on the registered copy. (Attach self-attested documentary evidence showing its current validity)
- 1.4 Bidder must have a registered office in India. An undertaking on letter head of the firm by mentioning, the office details, contact no, & contact person etc.
- 1.5 Any IIT/IIIT/NIT/ Government Department/PSU/PSU Banks/Autonomous Bodies/ Statutory Bodies/ Central Universities in India should not have blacklisted the Bidder at any stage. Self-declaration to that effect should be submitted along with the technical bid on company letter head.
- 1.6 The firm must have valid GST Registration Certificate by showing the registered office address, GST no., Contact no. & person. (Attach self-attested copy)
- 2. Other Terms and conditions :**
 - 2.1 FOR destination IIIT-Allahabad.
 - 2.2 Quoted rate should be valid at least for 60 days.
 - 2.3 The mention quantity is approx quantity; it may vary as per CPWD Norms. The payment will be made as per actual basis.
 - 2.4 Enquiry/tender must be quoted in prescribed format on the letter head of the firm/vendor, otherwise quotation may be rejected.
 - 2.5 Work must be within 04 weeks from the date of agreement. If the supply delayed beyond the stipulated time of completion of supply, penalty of 1% per weeks of total cost may be imposed at the discretion of competent authority. The penalty may be up to 10% of the total cost.
 - 2.6 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.
 - 2.7 Rate quoted by the firm should not be higher than the MRP/prevailing market rate.
 - 2.8 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.
 - 2.9 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.

- 2.10 In case the firm fails to complete the work in all respect 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.
- 2.11 Payment will be made within fifteen days after completion of work and satisfactory report. No conditions/clause with regard to interest etc. shall be entertained.
- 2.12 All the documents submitted must be legible and self attested. Otherwise it is likely to be rejected.
- 2.13 In view of wide publicity the details are also available on our web site (www.iiita.ac.in), may be seen.
- 2.14 The tender will be opened in the presence of the tenderers or authorized representatives interested to be present on **27/05/2025 at 4:00 PM**. Vendors are desired to submit their authorization letter along with a photocopy of their photo identity card. Please carry the same original proof of identity for verification purpose at the time of opening of tender/enquiry.
- 2.15 Tenderer should take into account any corrigendum published on the Tender 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 corrigendum.
- 2.16 **For any technical queries and site visit, please contact Sh. Avinash Mishra (0532-2922450).**
- 2.17 May feel free to contact Purchase Section through E-mail-info.purchase@iiita.ac.in (Ph. No. : 0532-2922051) for other queries.
- 2.18 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.
- 2.19 The lowest rate will not be the basis of claim to get the order.
- 2.20 All disputes are subject to Jurisdiction of Allahabad Courts.

Read and accepted


Deputy Registrar (S&P)

Signature & stamp of Bidder or
Authorized Signatory