



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/FIP/ 465 /2018
Date: 30/01/2018

Enquiry Letter

M/s.

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Ph. No.:

Sub: Quotation for procurement of Alfa Aesar Make Chemicals at IIIT-Allahabad

Enquiry issue date: 30/01/2018

Last submission date: 15/02/2018 at 12:00 Noon

Dear Sir,

Institute intends to purchase of Alfa Aesar Make Chemicals at IIIT-Allahabad for which quotations are invited as per details given in below:-

Sl. No.	Item Description	Cat No	Qty.	Unit Rate	Amount (Rs.)
1	Gadolinium Ingot 99.9%	45529	1Pc		
2	Neodymium Ingot 99.1%	00214	25gm		
3	Praseodymium Ingot 99.9%	00267	50gm		
4	Cerium Ingot 99.8%	00065	50gm		
5	Yttrium Ingot 99.9%	00399	10gm		
6	Dysprosium Ingot 99.8%	00102	25gm		
7	Samarium Ingot 99.9%	00295	25gm		
8	Europium Ingot 99.9%	00120	1gm		
9	Ytterbium Ingot 99.9%	00407	5gm		
10	Indium Ingot 99.999%	14720	10gm		
11	Tellurium Broken Ingot 99.99%	11073	50gm		
12	Manganese Pieces 99.95%	36221	25gm		
13	Cobalt Pieces 99.9%	10454	100gm		
14	Iron Pieces 3.2-6 99.9%	45090	100gm		
15	Chromium Lump 99%	10150	100gm		
16	Indium Pieces 99.99%	00149	10gm		
17	BMTM Pieces 10cm(3.9IN)Down99.99%	12208	250gm		
	Total -				
	Taxes (GST)-				
	Total amount-				

You are requested to submit the quotation by courier/speed post with complete details of specifications, terms & conditions warranty/guarantee etc. **upto 15/02/2018 at 12:00 Noon.** Quotations duly sealed may 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. Quotation should be addressed to **Faculty In-Charge Purchase, IIIT-Allahabad,**

Deoghat Jhalwa, Allahabad-211015. Kindly mention enquiry reference number, subject, due date contact address etc on envelops. Incomplete quotation will not be accepted.

Note:

1. FOR destination IIIT-Allahabad.
2. Quoted rate should be valid at least for 60 days.
3. The mention quantity is approx quantity; it may decrease/increase upto 10%.
4. Enquiry/tender must be quoted in prescribed format on the letter head of the firm/vendor, otherwise quotation may be rejected.
5. Items should be supplied within 4 weeks from the receipt of the Work/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.
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.
7. Rate quoted by the firm should not be higher than the MRP/ prevailing market rate.
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.
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.
10. 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.
11. Payment will be made within fifteen days after supply and satisfactory report. No conditions/clause with regard to interest etc. shall be entertained.
12. All the documents submitted must be legible and self attested. Otherwise it is likely to be rejected.
13. In view of wide publicity the details are also available on our web site (www.iiita.ac.in), may be seen.
14. May feel free to contact on E-mail-info.purchase@iiita.ac.in, Ph. No. : 0532-2922051.
15. 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.
16. The lowest rate will not be the basis of claim to get the order.
17. All disputes are subject to Jurisdiction of Allahabad Courts.
18. Kindly quote your email ID and Bank details etc.


30/11/2018
Faculty In-Charge(Purchase)

Read and accepted

**Signature & stamp of Bidder or
Authorized Signatory**