

QUOTATION ENQUIRY

No:-IIT Mandi/2011/PUR-12/369

Date:-11.05.2011

Quotations are invited in sealed envelope for the purchase of the following items as per specifications mentioned: -

Sl. No.	Particulars	Quantity
1.	<p><b>Hostel Bed:</b> frame made of 2"x1" MS pipe provided with 4 nos. supports of 1" sq. MS pipe to the frame having 18mm thick panel to head side fitted in 2"x1" MS pipe frame and 18mm pre-laminated board panel to foot side, all exposed edges of board should be duly polished, having 12mm thick ISI marked commercial ply on top fitted with self-thread screws. The frame of bed finished in walnut wooden shade.</p> <p>Size : 1875x825mm. Platform Height :380mm Head Side Height:730mm Foot Side Height :380mm</p>	120 nos.

The last date & Time of receipt of quotations are **26<sup>th</sup> May 2011 and 11AM.**

Quotations will be opened on **26<sup>th</sup> May 2011 at 11.30 AM** at the Administrative block.

**One sample of the Bed as per above mentioned specifications should be made available for inspection at 11AM on 26<sup>th</sup> May 2011 at the Administrative Block. Quotations without samples will not be considered.**

**IIT Mandi reserves the right to place the order with the supplier based on the quality and finishing of the Sample Bed.**

Representatives of the firm(s) may be present at the time of opening the quotation if they so desire. The quotations should bear full details and where ever possible, be duly supported with catalogues, pamphlets, literature as the case may be for comparing the quality and rates of the item. The following instructions should be strictly observed for submitting the quotations failing which the quotations shall be liable for rejection.

1. The quotations should be submitted on printed pad preferably with sales tax number & VAT number of the firm.
2. The quotations shall be submitted at the Administrative Block in a sealed envelope duly marked "Quotation against enquiry no. --- dated---- due on ---- "on the corner of the envelope.
3. Quotation received after closing date/time will not be considered.

4. The rates quoted should include transportation costs upto Mandi clearly mentioning the percentage/rate of sales tax / VAT or all other taxes and duties and the rates quoted should be valid for at-least three months from the date of opening of the quotation.
5. The rates must be quoted both in figures and words and over writing should be avoided. However all cuttings/corrections must be duly authenticated.
6. While sending rates the firm shall give an undertaking to the effect that the terms/conditions mentioned in the enquiry letter against which the rates are being given are acceptable to the firm. In case the firm does not give this undertaking their rates will not be considered.
7. The whole supply as per order shall have to be completed within the time mentioned in the order failing which the Department shall have the right to accept or reject any quantity of goods ordered.
8. Normally, payment will be made on receipt of material and check with regard to quality and quantity of the material supplied and on submission of pre-receipted bill by the firm.
9. The quantity shown against each item is approximate and may vary as per demand of the department at the time of placing the order.
10. The IIT Mandi reserves the right to reject any quotation wholly or partly without assigning any reason.

Dean - Students