

ENQUIRY LETTER

No: IIT Mandi/PUR-19/2011/1026

Date: 10.06.2011

Quotations are invited in sealed envelopes for purchase of items as per following details: -

SR. NO.	PARTICULARS	QUANTITY
1.	Double Bhati – length 5ft.x 27”	02
2.	Single Bhati – 27”x 27”	03
3.	Chapati Tawa (Moveable- wheels fitted) 42” x 24” x 34”. The covering shall be of stainless steel. 12 mm heavy duty Tawa fitted with puffer plates. With 3 No. V burners length wise, two below tawa and one below puffer plate	01
4.	Chapati Tawa (Moveable- wheels fitted) 36” x 24” x 34”. The covering shall be of stainless steel. 12 mm heavy duty Tawa fitted with puffer plates. With 3 Nos. ‘V’ burners, length wise, two below tawa and one below puffer plate	01
5.	Dosa Tawa 48” x 24” x 34” (Moveable- wheels fitted). The covering shall be of Stainless Steel. 12 mm heavy duty tawa with adequate Nos.’V’ burners, length wise, below the tawa.	01
6.	Dosa Tawa 40” x 24” x 34” (Moveable- wheels fitted). The covering shall be of Stainless Steel. 12 mm heavy duty tawa with adequate Nos.’V’ burners, length wise, below the tawa.	01
7.	Idli Maker (84 nos..Idli making capacity)	03
8.	Commercial heavy duty Mixie	02
9.	Dust-bins plastic. (60 liter)	05
10.	Deep Freezer (320 liter)	02
11.	Electric Water Boiler (20 liter) Stainless Steel Sheet 22 Gauge with 2/3 KW element with ISI Mark and thermostat glass wool insulation.	02
12.	Tea container 10 liter capacity with / without element fitted and duly insulated.	03
13.	Bain Marie size 6 ft. Stainless Steel Sheet 16 Gauge top with 4 hot containers and one manual cold container of size GN 1/1 with heating element and thermostat both are ISI Mark and glass wool insulation & side cover with 20 gauge.	02
14.	Serving table 60” x 26” x 34” with stainless steel sheet 16 gauge top and 20 gauge covering.	01
15.	Serving table 45” x 24” x 34” with stainless steel sheet 16 gauge top and 20 gauge covering.	01

The last Date & Time of receipt of quotations are **24/06/2011 & 11am.**

Quotations will be opened on **24/06/2011 at 11.30 am.**

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. Representatives of the firm(s) may be present at the time of opening the quotation if they so

desire. The following instructions should be strictly observed for submitting the quotations failing which the quotations shall be liable to be rejected.

1. The quotations should be submitted on printed pad preferably with sales tax number of the firm. The quotation must bear original signature.
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 up to 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 **one month** 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. The quantity shown against each item is approximate and may vary as per demand of the department at the time of placing the order.
7. **Period required for Delivery should be specifically mentioned.**
8. Warranty period should also to be clearly mentioned.
9. The IIT Mandi reserves the right to reject any quotation wholly or partly without assigning any reason.

O. S. D.