

## QUOTATION ENQUIRY

No:-IIT Mandi/ PUR-80/2011/815-17

Date: 27.01.2012

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

Sl. No.	PARTICULARS	Quantity
1.	<p><b>WORK STATIONS SIZE (1200X600X750MM)</b></p> <p>Work station having working top of 25mm thick medium density fiber/particle board with two parallel full round profile edges , the top duly post formed with high pressure laminate using fully pneumatically controlled machines and all the exposed edges provided with machine pressed 2mm thick PVC edge bands glued with hot melt EVA glue. The top provided with SS cable manager. The side and modesty panels made of 18mm pre-laminated medium density fiber/particle board with both side decorative lamination, all panels of unit are inter connected with rastex, dowel and sockets (of Hettich make), further the workstation are attached to the modular partition and each workstation provided with Mobile pedestal size 450x500x735 made of 18 mm pre-laminated medium density fiber/particle board of interior grade of approved shade, all panels of unit are inter connected with rastex , dowel and sockets (of Hettich make) having three drawers(two box drawers of std. size and one file drawer) fitted on ball based full extension telescopic channels ,with centre locking system(lock of Hettich make). The drawers are provided 96mm SS handles (of hattich make). All the edges provided with machine pressed 0.8mm thick PVC edgebands glued with hot melt EVA glue.</p>	18
2.	<p><b>Printer table</b></p> <p>The printer table size 1050x600x750 having working top of 25mm thick medium density fiber/particle board with two parallel full round profile edges , the top duly post formed with high pressure laminate using fully pneumatically controlled machines and all the exposed edges provided with machine pressed 2mm thick PVC edge bands glued with hot melt EVA glue. The top provided with SS cable manager. The side and modesty panels made of 18mm pre-laminated medium density fiber/particle board with both side decorative lamination, all panels of unit are inter connected with rastex, dowel and sockets (of Hettich</p>	1

	make). The under structure of table provided with one drawer fitted with ball based full extension telescopic channel and one shelf. All the edges provided with machine pressed 0.8mm thick PVC edge bands glued with hot melt EVA glue.	
3.	<b>CPU TROLLEY :</b> With adjustable side planks made of MS Sheet duly painted and caster wheels (nylon)	18
4.	<b>MODULAR PARTITIONS (25MM THICK)</b> Partition 600mm (H) made of 25 mm thick pre-laminated medium density fiber/particle board with both side decorative laminations with round edges. All the edges provided with machine pressed 0.8mm thick PVC edge bands glued with hot melt EVA glue. The partition duly connected to both side placed workstations with brackets and other accessories.	(35sq feet)

The last date & Time of receipt of quotations is **10<sup>th</sup> February 2012 at 11AM.**

Quotations will be opened on **10<sup>th</sup> February 2012 at 11.30 AM** at the Administrative block.

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 and PAN number of the firm.
2. The rates must be quoted both in figures and words and over writing should be avoided. However all cuttings/corrections must be duly authenticated.
3. The rates quoted should include Transportation Costs upto Mandi clearly mentioning the percentage/rate of Sales Tax / VAT or all other Taxes and Duties the rates quoted should be valid for at-least one month from the date of opening of the quotation.
4. 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.
5. Quotation received after closing date/time will not be considered.
6. **Period required for Delivery should be mentioned.**

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. 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.
9. 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.
10. The quantity shown against each item is approximate and may vary as per demand of the department at the time of placing the order.
11. The IIT Mandi reserves the right to reject any quotation wholly or partly without assigning any reason.

O.S.D.