

INDIRA GANDHI INSTITUTE OF TECHNOLOGY  
DEPARTMENT OF PRODUCTION ENGINEERING  
SARANG-759146, DIST: Dhenkanal, Odisha

Ref. No. IGIT/Prod/372

Date: 12/02/2019

## Call for Quotation

Dear Sir,

Sealed quotations in company letter head are invited from Reputed Agencies for the articles mentioned below on or before **19-02-2019**. Quotation number and date should be super scribed on the sealed envelope and sent by Registered post / speed post to HOD. Production Engg., INDIRA GANDHI INSTITUTE OF TECHNOLOGY, SARANG-759146, DIST: DHENKANAL, ODISHA, INDIA.

Quotation received after the due date, or without seal shall not be considered. The materials will have to be delivered within 30 days from the date of placing order unless otherwise directed failing which the purchase order is liable to be cancelled.

Photocopy of valid authorization certificate, PAN/TIN card and GST registration are also required to be enclosed. The terms of delivery along with any extra charges e.g. GST etc. & mode of payment should be indicated clearly in the quotation. Payment shall be made after successful installation. The material will be delivered to IGIT Sarang on FOR basis. The bidder should submit the manuals with the quotation.

Quotation Opening Time: 20-02-2019 (Time:10A.M)

Yours faithfully,


  
H.O.D PRODUCTION ENGG. 12/2/19

C.C to: -

1. P.A to Director for kind information to Director.
2. Professor I/C Website for uploading the quotation in IGIT web.

## CONDITIONS

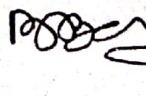
- i) In case, after Pre-bid meeting (wherever applicable) any modification(s) / addition(s) / deletion(s) or any alternation in the requirement(s) / specification(s) etc. is required, the same will be placed on the IGIT website-www.igitsarang.ac.in, therefore, all the bidders are advised to visit our website before filling / submitted their Quotations.
- ii) The offered rates will be valid initially for a period of one year. The Institute can place repeat order on same terms & conditions within this period.
- iii) Acceptance of Quotation will be intimated to the successful Quotation through a Letter of Intent (LOI) duly signed by the authorized signatory of the institution.
- v) This Quotation is valid up to 180 days from the issue of quotation notification.
- vi) The supplier will provide one year on site guarantee, and under guarantee period all the damages items shall be repaired / replaced by the supplier at their cost and risk.
- vii) IGIT's officials can visit the work place of successful bidder and can review the progress of work and can instruct regarding quality aspect.
- ix) The rates quoted by the bidder shall be complete for supply and installing of the finished items as per the specification(s) and shall be inclusive of all applicable tax, duty(ies) loading, unloading, packing, transportation to IGIT, sarang installation etc. and nothing extra / additional shall be payable on these rates.
- xi) Conditional Quotation will not be accepted.
- xii) Successful bidder will be required to submit schedule of activities to complete the work order (day wise/Date wise) with technical bid document.
- xiii) The supplier has to ensure the rectification of defects within three days of the complaint during the period of guarantee.
- xiv) AMC charges will be mentioned in the Quotation.
- xv) The Quotationer is required to submit one year on site Guaranty i.e. to replace, the damaged equipments during the guarantee period or repair.
- xvi) The authority reserves the right to accept or cancel any or all Quotations without assigning any reason there-of.
- xviii) All items should certify ISO standard or any other recommended standard.

  
12/2/17

Maintenance Work				
Sr. No.	Equipment	Specification	Quantity	Quoted rate (inclusive all taxes)
1	White Boards	Aluminum frame with chrome plated corners, fixed to the walls by proper rigid clamping in the wall. White Board, Size: 8' X 4', With complete fittings.	4	
2	Steel Almirah	Steel Almirah made of 20g CR sheet, four shelves (five compartment) with best quality of locking and handle arrangement.	4	
3	Chair	Model CH 18 of blowplast Ltd. Moderna make with arm. Blue colour.	35	
4	Door	Fabricated Steel Door, Size: 7' x 4' with complete fitting at class room.	2	
5	Incumbency Chart	Incumbency Chart board, Size: 4' x 2.5' with printing	1	
6	Faculty Chart	Faculty Chart Board, Size: 5' x 3', with printing	1	

Accepted by me:

Signature  
Prop. /Manager  
Tel. No.  
Mob. No.

 2/2/19