



INDIRA GANDHI INSTITUTE OF TECHNOLOGY, SARANG  
(An Autonomous Institute of Govt. of Odisha)  
Sarang, Dhenkanal, Odisha-759146  
Website: <http://www.igitsarang.ac.in>

No.IGIT/Diploma/ 78

Date : 13-01-2023

**Quotation Notice**

As per approval from the Director for the repair and maintainance of Biometric attendance system related items for the Diploma students, sealed quotation are invited for the articles enclosed in annexure-I, from registered Firms / suppliers / manufacturers / authorized dealers on or before **26/01/2023**, mentioning quotation number and date super scribed on the sealed envelope and sent by post / Registered post / Speed post to the **Director (Attention: Coordinator Diploma, IGIT SARANG, DIST-DHENKANAL, ODISHA-759146.**

Quotation received after the due date, or without seal shall not be considered. The materials will have to deliver within 15 days from the date of placing order unless otherwise directed failing which the purchase order is liable to be cancelled.

Photocopy of the 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. The firm/suppliers should submit the catalogue with quotation. Quotation Opening Time: **27/01/2023 (4:30PM).**

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### Conditions

- i. In case, after Pre-bid meeting (wherever applicable) any modification(s) / addition(s) / deletion(s) or any alternation in the requirement(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 Firm through a Letter of Intent (LOI) duly signed by the authorized signatory of the institution.
- iv. IGIT's officials can review the progress of work and can instruct regarding quality aspect.
- v. The rates quoted by the firm/supplier should be a complete package of training programme inclusive of all applicable tax, duty(ies), transportation to IGIT, sarang and nothing extra / additional shall be payable on these rates.
- vi. Inspection & testing would be conducted, jointly, at various stages as applicable, i.e. **packing, unpacking, installation and commissioning of respective equipment/ Items.**
- vii. Conditional Quotation will not be accepted.
- viii. Successful firm/bidder will be required to submit schedule of activities to complete the work order (day wise/Date wise) with technical bid document.
- ix. The authority reserves the right to accept or cancel any or all Quotations without assigning any reason there-of.
- x. **The price should be quoted for unit item; however, the actual units required may vary.**

*M. Dehera*  
11/07/23  
Co-ordinator

**Diploma Stream**

#### **Copy to:**

1. All members of the purchase committee for information and necessary action.
2. Accounts officer for information.
3. PA to Director for information.
4. Prof. in charge, Institute website for uploading in the website.

ANNEXURE-I

SERIAL	SUBJECT	Unit	QUANTITY	Rate
<b>Biometric Related Items</b>				
1	Repair of Biometric Devices(Model : Essl Iclock 990) with AMC	Nos	06	
2	D-Link Network Switch (8-port)	Nos.	04	
3	Biometric Attendance Software for online mode with cloud accesses for 6 machines with lifetime validity	Nos.	01	
4	LAN cabling, accessories and installation charges		As per actual	
5	APC UPS 600VA Battery Backup + Surge protection	Nos.	02	