

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

Ref. No. IGIT/CDC/36

Date: 23/12/2021

Call for Quotation

Dear Sir,

Sealed quotations in company letter head are invited from Original Equipment Manufacturer / Authorized Distributor / Authorized Dealer / Supplier for the articles mentioned below on or before 07.01.2022 (4.30 PM). **Quotation number and date should be superscribed on the sealed envelope** and sent by Registered post / speed post / Postal Service to DIRECTOR, 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.

OPENING OF QUOTATION 07.01.2022 (5.00 PM)

Yours faithfully,



23/12/2021
DIRECTOR
IGIT SARANG

C.C :

1. Professor-in-Charge, Website for upload in IGIT Website.

CONDITIONS

- i. In case, after Pre-bid meeting (wherever applicable) any modification(s) / addition(s) / deletion(s) or any alteration in the requirement(s) etc. is required, the same will be placed on the IGIIT website-www.igitanang.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. This Quotation is valid up to 180 days from the issue of quotation notification.
- v. IGIIT's officials can review the progress of work and can instruct regarding quality aspect.
- vi. The rates quoted by the bidder should be a complete package of training programme inclusive of all applicable tax, duty(es), transportation to IGIIT, sitting and nothing extra / additional shall be payable on these rates.
- vii. Conditional Quotation will not be accepted.
- viii. Successful 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 bidder may add the purchase order received from any organization in this aspect.

Sl. No.	ITEM	SPECIFICATION	QUANTITY	Quoted rate (Excluding of all taxes)	GST
1.	NOTICE BOARD	4 ft X 3 ft. Made of aluminum section and velvet cover plywood with glass door	03		
2.	Safety hamlet	Fiber make (for students required in the industrial visit)	60		
3.	Computer Table	3 ft x 2 ft Height : 2 ft, 6 inch Made of particle board	04		
4.	Computer Chair	Stainless steel cushion type	04		
TOTAL COST					

SIGNATURE OF QUOTATIONER WITH SEAL AND DATE