



INDIRA GANDHI INSTITUTE OF TECHNOLOGY

SARANG – 759146, DIST.: DHENKANAL, ODISHA

Ref. No.: _____

Date: _____

QUOTATION CALL NOTICE

Sealed quotations are invited from authorized distributors/dealers/contractors for the items mentioned in **Appendix-I**, to reach the undersigned on or before **12/02/2019**. Quotation number and date should be **super-scribed** on the sealed envelope and sent by Registered post / Speed post to HOD, Department of Civil Engineering, Indira Gandhi Institute of Technology, Sarang, 759146, Dist. – Dhenkanal, Odisha.

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

The terms of delivery along with any extra charge e.g. Sales Tax, VAT and mode of payment etc. should be indicated clearly in the quotation. Details of PAN, VAT/IT clearance certificates should be attached. Payment shall be made after successful completion of the purchase order. Please refer to the Terms and Conditions mentioned in **Appendix-II**.

Opening of sealed Quotations: **13/02/2019** (10.00AM)

Yours faithfully

DIRECTOR

APPENDIX-I

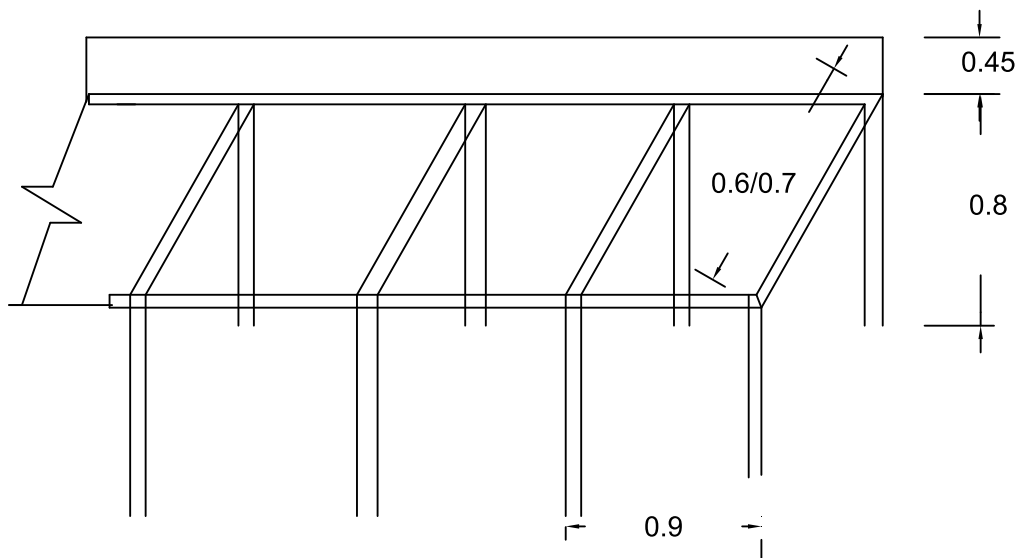
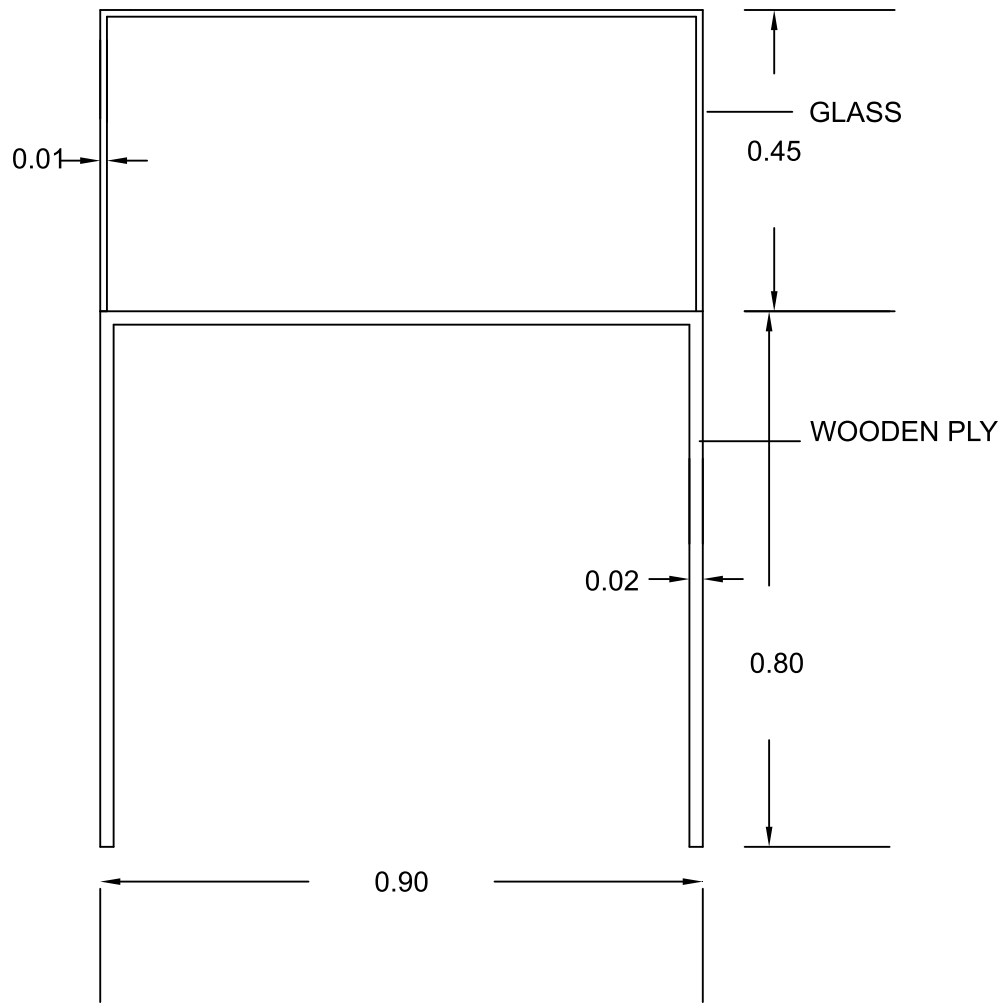
Sl. No.	Item(COMPUTER DESK)	Specification	Volume of material/work	Rate
1	Table top laminate	Termite Proof Gradient Finish Thickness 1mm Water proof	150 sqm (approx)	Per sq meter
2	Ply Wood(IS 303)	Water proof Termite Proof Thickness 20mm	150 sqm (approx)	Per sq meter
3	Glass	Thickness 10mm	(0.45x0.7)m ²	Per sq meter
4	Electrical Fittings	5 Amp 5pin socket 5 Amp switch (3 sockets and 3 switches for each desk)	290 socket 290 switch	Per unit

Refer the line sketch attached. All the above four items are to be supplied and fitted in the laboratory to make the desks as per the drawing attached. No extra cost will be borne for the materials required for the fitting purpose.

APPENDIX-II

TERMS AND CONDITIONS

1. The materials should be submitted to the institute, **Indira Gandhi Institute of Technology, Sarang** F.O.R. destination as per terms within 30 days of issue of this order.
2. The materials are to be carefully packed and insured against breakage/pilferage and losses during transit.
3. Rate as per your quotation/ as per the manufacturers' price list should be furnished with usual discount admissible to the educational institute.
4. Inspection of goods before delivery shall be allowed to our representative, if needed.
5. Defective supplies will be rejected and returned at the cost of the supplier.
6. The supplier to withstand guarantee for a period of at-least one year or as per manufacturer's warranty, if more, against all manufacturing defects and during the guarantee period, all the repair/replacement will be done at their cost.
7. Payment will be made by crossed Cheque/ Bank draft on State Bank of India, IGIT Sarang. Full payment will be made on receipt of materials in good condition and after successful installation.
8. No advance will be paid for the above supply.
9. Bill prepared in triplicate should be submitted to the **Principal, IGIT, Sarang**.
10. Any legal disputes pertaining to the purchase order will be subjected to the jurisdiction of concerned courts within the state of Odisha.
11. All correspondences arising out of this order should be addressed to the **HOD, Civil Engineering** noting the number and date of order.
12. **Valid up-to-date VAT clearance certificate** should be submitted along with the bill/ acceptance of the order.
13. The firm should furnish **copy of PAN** of the firm.
14. **Copy of the service tax certificate** may be produced, if order accepted.
15. Any deviance of the above condition, must be mentioned in their quotation.



ELECTRICAL FITTINGS

1.3 Nos. 5 Amp 5 pin socket

2, 3 Nos. 5 Amp. switch

ALL DIMENSIONS IN METER