



INDIRA GANDHI INSTITUTE OF TECHNOLOGY
SARANG-759146, DIST: DHENKANAL, ODISHA
Tel: 06768267086, Fax: 06768267128

No. IGIT/ETC/10

Date 05.01.2023

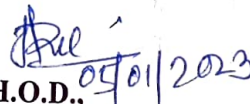
Quotation Call Notice

Sealed quotations are invited for the articles enclosed herewith from original equipment manufacturer / registered suppliers / dealers / firm / person concerned having valid GSTIN and registration no, on or before Dt.24-01-2023 upto 4.00PM, mentioning quotation number and date super scribed on the sealed envelope and sent by Post / Registered post / Speed post / Courier to the **Registrar IGIT Sarang, Attention – H.O.D., ETC Engineering Dept., DIST: DHENKANAL, PIN - 759146, ODISHA.** Quotation will be opened on Dt.25-01-2023 at 11.30AM in presence of the quotationers.

Quotation received after the due date, or without seal shall not be considered. The materials will have to be delivered within 07 days from the date of placing order unless otherwise directed failing which the purchase order is liable to be cancelled.

The quotationer must have submitted a copy of registration under GST and PAN number issued by the competent authority along with the quotation.

The terms of delivery along with any extra charges e. g. GST etc. should be indicated clearly in the quotation. The material may be delivered to IGIT Sarang on FOR basis. Mode of payment as per standard rule of IGIT Sarang is through NEFT/RTGS system, accordingly the quotationer mentioned their Bank Account Number ,IFSC Code no, and Name of the bank positively at the time of submission of quotation. The authority reserves the right to reject any or all the quotations without assigning any reason thereof.


H.O.D., 05/01/2023
ETC Engineering Dept.

1. PA to Director for kind information to authority
2. Registrar IGIT Sarang for kind information
3. Prof. in-charge, website for uploading in institute website for wide circulation

| Sl. No | Description of Items and Specification | Required Quantity (in Nos) | Remarks |
|--------|---|----------------------------|---|
| 1 | Window Screen with fittings: as per actual (3.5' x 7') | 100 | Catalog to be provided by the dealer. Authorization / Dealer Certificate are mandatory. |
| 2 | Guest Chair for HoD office room (S-type) | 04 | |
| 3 | Wall Clock: Any authorized make white round wall clock (30cm) | 6 | |
| 4 | Big Rack : 2.5' x 1' x 4' with four shelves | 2 | |
| 5 | Door Mat: as per actual (2' x 3') | 20 | |
| 6 | Auto closer (Door): 80kg | 7 | |

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05/01/2023

H.O.D.,

ETC Engineering Dept.

CONDITIONS.

- 1.The materials should be delivered to the principal , Indira Gandhi Institute of Technology, Sarang F.O.R destination Ex-Go down as per terms within 7 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 manufacturers price list should be furnished with usual discount admissible to the educational institution / dispensaries.
- 4.Inspection of goods before delivery shall be allowed to our representative, if allowed.
- 5.Defective supplies will be rejected and returned at the cost of suppliers.
- 6.The supplier to withstand guarantee for a period of one year against all manufacturing defects and during the guarantee period, all the repair/replacements will be done at their cost.
- 7.Full payment will be made on receipt of materials in good condition & after successful installation.
- 8.No advance will be paid for the above supply.
- 9.Bill prepared in triplicate named Principal , IGIT Sarang should be submitted to the **Principal, Indira Gandhi Institute Of Technology,Sarang-759146, Dist: Dhenkanal, Odisha, India** , attention to **H.O.D., ETC Engineering, IGIT Sarang .**
- 10.Any legal disputes pertaining to the purchase order will be subjected to jurisdiction of concerned courts within the state of Odisha.
11. All correspondences arising out of this order should be addressed to the Principal IGIT Sarang attention to H.O.D., ETC Engineering, IGIT Sarang noting the number and date of order.
12. Valid upto date VAT clearance certificate be submitted along with the bill/ acceptance of the order.
- 13.The firm should furnish PAN /IT copy of the firm.
- 14.Copy of the service tax certificate may be produced, if order is accepted.
- 15.Please mention the discount that is offered for educational institute on the quoted price.
- 16.Decision of committee will be final towards L1 for procurement of the individuals/group of items.

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03/01/2013