

(Please quote "REF CODE NO" for reference in all documents)

QUOTATION ENQUIRY

Ref No.: IIITN/STORE/QUOT/2018-19/15

Date : 11.01.2019

M/s _____

REFERENCE OF THIS LETTER MUST BE MENTIONED ON THE CLOSED ENVELOPE CONTAINING YOUR QUOTATION

Sub: Quotation for the supply of Steel Almirah at IIIT Nagpur

Dear Sir,

On behalf of Mentor Director, IIIT Nagpur, quotations are invited in sealed cover for supply of the under mentioned articles. The price should be quoted on F.O.R. I.I.I.T. Nagpur delivery basis. The Earliest delivery date should be mentioned for each article. The quotation should be valid for 90 days from the date of submission. Specific mention regarding the country of manufacture / origin should be specified against each article wherever applicable. **The bidder must quote GST No etc. on their quotation, and also attach the above certificate alongwith Firm's Registration Certificate without which the quotation will not be entertained.**

Quotations should be reach to I/c Registrar, Indian Institute of Information Technology , BSNL RTTC, Near TV Tower, Beside Balaji Temple, Seminary Hill, Nagpur -440006 on or before **21.01.2019 upto 3.00 P.M.** GST or any other taxes (if applicable) should be included in the price quoted, but it must be shown separately indicating % being levied. In absence of specific mention regarding taxes applicable, it will be presumed that the rates quoted by the firm are inclusive of all taxes on **F.O.R. Nagpur basis. Min period of 3 Years warranty from the date of successful installation.**

If the certificate submitted by the vendor / bidder or any misleading information whether intentional or unintentional are found to be false/incorrect/forged/take, will lead to disqualification of the tender. The Institute shall be free to take any action by blacklisting the firm/company.

Each and every documents submitted with the quotation should be duly signed & stamped failing which, submitted quotation will be treated as non responsive.

100% payment by Crossed Cheque / NEFT will be made against submission of bills in triplicate. The payment will be made after delivery and successful installation / demonstration of the goods/materials at IIIT Nagpur. The quotations will be opened at Indian Institute of Information Technology , BSNL RTTC, Near TV Tower, Beside Balaji Temple, Seminary Hill, Nagpur -440006 on **21.1.2019 at 3.30 p.m.**

INCOMPLETE OR CONDITIONAL QUOTATIONS WILL BE REJECTED.

Sr. No	Item Name and Particulars	Qty
1	Steel Almirah Size:- 78"X 36"x19" with 4 shelves making five compartments. 20-22 gauge	18 Nos.

The bidders are requested to offer special educational discount to this institute on quoted rates. Any amendment or corrigendum regarding this will be issued on institute website www.iiitn.ac.in only.

Yours faithfully


I/c Registrar,

Copy To:- 1] I/c Dean (IIITN)