



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament

Deoghat, Jhalwa, Allahabad-211015 (U.P.) INDIA

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Ref no. IIIT-A/ENQ/Purchase/416/553/2018

Date: 17/12/2018

Enquiry Letter

M/s.
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.....

Ph. No.:

Sub: Quotation for Aluminium Partition & shelves in AAA Section at IIIT-Allahabad.

Enquiry issue date: 17/12/2018

Last submission date: 09/01/2019 upto 12:00 Noon

Opening of Bid: 09/01/2019 at 4:00 PM

EMD Amount : Rs. 6,400/- (Rupees Six Thousand Four Hundred Only) through RTGS/NEFT

Dear Sir,

Institute intends the work of "Aluminium Partition & shelves in AAA Section at IIIT-Allahabad" for which quotations are invited as per details given in below. Interested & suitable Tenderer can participate.

Sl. No	Description of Work	Unit	Qty. (Approx)	Unit / Rate (Rs.)	Amount (Rs.)
1	Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately) : Polyester powder coated aluminium (minimum thickness of polyester powder coating 50 micron) (DSR-2016, no. 21.1.2.3) Partition section size : 100mm x 50mm of thick 2.0mm and Door section size : 80mm x 50mm of thick 2.00 of M/s Jindal Aluminium Ltd./Hindalco/ Nalco/ Bharat Aluminium Company	Kgs	325.00		
2	Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge. (Cost of aluminium snap beading shall be paid in basic item): With float glass panes of 5.00 mm thickness (DSR-2016, No. - 21.3.2)	Sqm	45.00		

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3	Providing and fixing 12 mm thick prelaminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in panelling fixed in Aluminium doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per directions of engineer-in-charge. Pre-laminated particle board with decorative lamination on both sides DSR-2016 No. 21.2.2	SqM	35.00		
4	Providing and fixing anodised aluminium grill (anodised transparent or dyed to required shade according to IS: 1868 with minimum anodic coating of grade AC 15) of approved design/pattern, with approved standard section and fixed to the existing window frame with C.P. brass/ stainless steel screws @ 200 mm centre to centre, including cutting the grill to proper opening size for fixing and operation of handles and fixing approved anodised aluminium standard section around the opening, all complete as per requirement and direction of Engineer-in-charge. (Only weight of grill to be measured for payment). DSR-2016, No. 21.17	Kgs.	15.00		
5	Providing and fixing 100mm brass locks (best make of approved quality) for aluminium doors including necessary cutting and making good etc. complete. - DSR-2016, No. - 21.13	Each	12.00		
6	Providing and fixing aluminium tubular handle bar 32 mm outer dia, 3.0 mm thick & 210 mm long with SS screws etc. complete as per direction of Engineer-in-Charge. Powder coated minimum thickness 50 micron aluminium tubular handle bar. (DSR-2016, No.- 21.12.2	Each	12.00		
7	Providing and fixing aluminium tower bolts, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour or shade, with necessary screws etc. complete : Size 200x10 mm, DSR-2016, No. 9.97.3	Each	12.00		
8	Providing & fixing of 25mm thick ISI marked ply board both side laminated with sunmika as per approved colour & shade , make- Century, Green Ply, Kit Ply	SqM	12.00		
9	Mounted S S bracket for fixing of shelves for item no. 7 as per depth approximate 600mm adjustable as per factory made	Nos.	18.00		
Total -					
Taxes (GST)-					
Grand Total-					

You are requested to submit the sealed quotation by courier/speed post with complete details of specifications, terms & conditions, etc. **upto 09.01.2019 at 12:00 Noon.** Quotations duly sealed may also be dropped in the tender box placed in the office of the Faculty In-Charge (Purchase), IIIT-Allahabad. Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R destination at IIIT-A, Deoghat Jhalwa, Prayagraj. **Kindly mention enquiry number, subject, due date, contact address etc., on your quotation. Incomplete quotation will not be accepted.**

Quotation should be addressed to **Faculty In-Charge (Purchase), IIIT-Allahabad, Deoghat Jhalwa, Prayagraj -211015.**

Note:

1. FOR destination IIIT-Allahabad.
2. Preference will be given to the **Manufacturer/Sole Distributors/Government approved contractors.**

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3. Contractor should be registered in Central Government in appropriated class like CPWD, MES, PWD, IAF or any central university etc. (Attach documentary evidence).
4. The vendor are desired to furnish copies of at least **02 work orders of total amount up to Rs. 3.0 Lakh** during the financial year **2016-2017 & 2017-2018** separately, relating to similar work (Attach documentary evidence) .
5. Quoted rate should be valid at least for 90 days from the last date of submission of tender.
6. Tenderer should submit GSTIN registration copy with quotation.
7. It is mandatory to sign & stamp on all the papers of the tender/ enquiry letter and attached evidence papers of all on claims / accessories maze.
8. One vender can quote only one bid.
9. Tenderers are desired to quote all the items as mentioned above, failing which quotation will not be considered.
10. All work will be carried out as per norms & specifications of CPWD. Additional items, if any, which are not mentioned in BOQ will be carried out as per norms of CPWD / instruction of Engineer in charge (E I/C).
11. The defect liability period will be 12 month from the date of completion. 5.0% of the total value of the tender will be deduct from the agency bill and same will be releases after completion of defect liability.
12. The mentioned quantity is approx quantity; it may decrease/increase by upto 10%. The payment will be made as per actual measurement/supply, as certified by E I/C.
13. Enquiry/tender must be quoted in prescribed format on the letter head of the firm/vendor, otherwise quotation shall be rejected outright.
14. Work should be completed within 05 weeks from the receipt of the Purchase order and after site clearance. If, the work delayed beyond the stipulated time of completion penalty of 1% per week of total cost shall be imposed at the discretion of competent authority. The penalty may be upto 10% of the total accepted bit value. This purchase/Work order will be automatically expired after 7 weeks unless extension is provided by the Institute on request by the supplier.
15. Details of Bank account of Firm for returned of EMD and/or Performance Security
Bank's Account Holder Name:.....
Type of Account Name:.....
Address of Branch:.....
Account No:.....
IFSC Code:.....
16. **E.M.D.:** EMD fee should be directly transfer into the bank account (IIIT-A General AC) of Indian Institute of Information Technology, Allahabad through RTGS/NEFT and the tender document should be accompanied with the transaction receipt of RTGS/NEFT (Any bid without EMD fee receipt will not be considered). EMD receipt should be enclosed in a separate envelop. No interest shall be paid on Performance Security.
The detail of institute's Bank account is as below;
Account Name: IIITA General AC
Bank Name: Indian Overseas Bank
Address: 61, M.G. Marg, Civil Lines, Prayagraj
Account No.: 035001000060976
IFSC Code: IOBA0000350
17. If it is found that items are fake or of sub-standard quality and not conforming to the required specifications, the firm, will have to replace the fake/ sub-standard items with genuine ones immediately. Additionally they will also be liable to be blacklisted.
18. Conditional quotations are liable to be rejected. In the event of acceptance, Director's decision shall be final and binding on both the parties. The rates should be quoted as per our required specifications. The quotation which is not as per our required specifications, will not be considered.
19. The right to accept or reject any tender/ quotation, partially or wholly, including lowest quotation without assigning any reason whatsoever thereof or incurring any liability thereby is reserved with the Director, IIIT, Allahabad. The decision of the Director, with regard to enforcement of these terms and conditions herein contained, as a result of breach of these conditions by successful Tenderers, shall be final and the

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- Director, shall not be liable for any damage/liability put forth by the Tenderers at any stage of the transaction arising out of the enforcement of any or all herein contained terms and conditions.
20. In case the selected firm fails to complete the job within maximum specified period, Institute reserves the right to get the job done by any other firm and the difference of cost, if any, shall be recovered from the defaulting firm from the balance payment due.
 21. Payment will be made within fifteen days after completion of work and satisfactory report. No conditions/clause with regard to interest etc. shall be entertained.
 22. All the documents submitted must be legible and self attested, Otherwise it is likely to be rejected.
 23. To accord wide publicity, the details are also available on our web site (www.iiita.ac.in), may be seen.
 24. The tender will be opened in the presence of the tenderers or authorized representatives interested to be present on **09/01/2019 at 4:00 PM**. Vendors are desired to submit their authorization letter along with a photocopy of their photo identity card. Only one representative will be allowed to attend the technical/financial bid for a particular firm. Please carry the same original proof of identity for verification purpose at the time of opening of tender/enquiry. The date fixed for opening of bids, if subsequently declared as holiday by the Government, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on next working date, the time remaining unaltered.
 25. **Tenderer should take into account any corrigendum published on the Tender document before submitting their bids. All such corrigendum will be placed on IIIT-A website only www.iiita.ac.in. Intending tenderers are advised to visit www.iiita.ac.in for regular updates, if any, till the closing date of tender for any corrigendum/ addendum/ amendment. IIITA will not be responsible for ignorance of corrigendum.**
 26. For any technical queries, please contact Sh.G. R. Singh, AE (0532-2922034).
 27. Tenderers may feel free to contact Purchase Section through E-mail-info.purchase@iiita.ac.in (Ph. No. : 0532-2922051) for any queries.
 28. Kindly quote your Income Tax PAN No./GST No. etc. on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.
 29. The lowest rate will not be the basis of claim to get the order.
 30. All disputes are subject to Jurisdiction of Allahabad Courts only.

Read and accepted


Assistant Registrar (Purchase)

**Signature & stamp of Bidder or
Authorized Signatory**