



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

An Institute of National Importance by Act of Parliament  
Deoghat, Jhalwa, Allahabad-211012 (U.P.) INDIA

Ph.: 0532-2922025, 2922067, Fax : 0532-2430006, Web : www.iiita.ac.in, E-mail : contact@iiita.ac.in

Ref no. IIIT-A/DR(S&P)/ 403 /2016  
Date: 21/12/2016

## Enquiry Letter

M/s. ....

.....

.....

Ph. No.: .....

### Sub: Quotation for Aluminium Partition & PVC Flooring Work at IIIT-Allahabad

**Enquiry issue date:** 21.12.2016

**Last submission date:** 10.01.2017 at 12:00 Noon

**Opening of Bid:** 10.01.2017 at 3:30 PM

**EMD Amount:** Rs.5,500/- (Five Thousand Five Hundred Only)

Dear Sir,

Institute intends to purchase the "**Aluminium Partition & PVC Flooring Work at IIIT-Allahabad**" for which quotations are invited as per details given in below:-

Sl. No.	Item/Specification	Unit	Qty.	Unit rate in Rs.	Total Rs.
<b>A -Aluminium Partition Work</b>					
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-20 14, no. 21.1.2.3) Partition section Size 50.80mm x 50.80mm of thick 1.70mm and Door section size: 100mm x 44.45mm of thick 2.00 of M/s Jindal Aluminium Ltd.	Kgs	217.00		
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 5.50 mm thickness (DSR- 2014, No. - 21.3.2)	Sqm	24.00		
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 aluminum doors, windows shutters and partition frames with C.P. brass/stainless steel screws etc. complete as per directions of engineer-in-	Sqm	18.00		

	charge. Pre- laminated particle board with decorative lamination on both sides DSR-2014 No. 21.2.2				
4.	Providing and fixing 100mm brass locks (best make of approved quality) for aluminium doors including necessary cutting and making good etc. complete. - No. - 21.13	Each	1.00		
5.	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-2014. No.- 21.12.2	Each	2.00		
6.	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-2014, No. 9.97.3	Each	1.00		
<b>B - PVC Flooring :</b>					
1.	Supply of Homogenous PYC flooring - of average 1.3 mm thickness of make Royal House (ISI) and in approved wall nut teak shade No. 322.	Sqm	56.00		
2.	Fixing Charges of Sl. item no. 1 with required adhesive, Pasting and rolling with roller for smoothing of laid PVC sheet in the room including labour etc.				
<b>Total -</b>					
<b>Taxes (if any)-</b>					
<b>Grand Total -</b>					

You are requested to submit the sealed quotation by courier/speed post with complete details of specifications, terms & conditions etc. latest by **10.01.2017 at 12:00 noon**. Quotations duly sealed may be dropped in the tender box placed in the office of the Deputy Registrar (S&P), IIIT-A. Basic rate, taxes and freight charges etc. must be quoted separately.

**Note:**

1. F.O.R. destination at IIIT-A, Deoghat Jhalwa, Allahabad.
2. **a) Only Govt./Semi Govt., PSU, Autonomous bodies approved and registered contractors should participate (attachment relevant documents)**
  - b) Tenderer should have undertaken or completed the following work in the last 3 years:**
    - i. One Similar work of value not less than (80% of the value of work to be executed)
    - Or**
    - ii. Two similar works, each of value of not less than (50% of the value of work to be executed)
    - Or**
    - iii. Three similar works, each of value of not less than (40% of the value of work to be executed).
3. Tender EMD should be in a form of Demand Draft/FDR in favour of "**Indian Institute of Information Technology Allahabad**" payable at Allahabad (**Any tender/quotation without EMD will not be considered**).
4. The EMD will be returned to the unsuccessful bidders within 15 days and to the successful bidders after supply and satisfactory report from user end.
5. The tender will be opened in the presence of the tenderers, or authorized representatives interested to be present on **10/01/2017 at 3:30 PM** with authorization letter.
6. Quoted rate should be valid at least for 60 days.
7. Enquiry must be quoted in prescribed format as above on the letter head of the firm/vendor with seal and signature.
8. Work should be **completed within 30 days** from the receipt of the purchase order. If the work delayed beyond the stipulated time of completion of work, penalty of 1% per weeks and maximum upto 10% of the total cost may be imposed at the discretion of competent authority
9. In view of wide publicity the details are also available on our web site ([www.iiita.ac.in](http://www.iiita.ac.in)), may be seen.

10. The quality and specification be adhered to strictly. If not found according to specification, supply will not be accepted.
11. Conditional tenders will not be considered in any case. They will be summarily rejected.
12. Payment will be made within fifteen days after satisfactory report from users end.
13. May feel free to contact on E-mail-info.purchase@iiita.ac.in, Ph. No. : 0532-2922051.
14. Kindly quote your Income Tax PAN No./TIN No., Service Tax Registration No. etc. mandatorily on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.
15. It is most essential that it should be mentioned clearly that the price basis, payment terms, works schedule taxes and duties, validity, transportation charges.
16. The lowest rate will not be the only basis of claim to get the order
17. All disputes are subject to Jurisdiction of Allahabad Courts.
18. Vendors are desired to mention enquiry reference number, subject, due date contact address etc on envelopes. Incomplete quotation will not be accepted.



(Dr. Seema Shah)  
Deputy Registrar (S&P)

**Copy to:**

- Hon'ble Director for kind information.