



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

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Ref. No. : IIIT-A/ DR(S&P)/Conv. / 30 / 2017
Date: July 26, 2017

Enquiry for Hiring of Carpets, Chairs, Sofa Set, Table, Table Sheet etc for 12th convocation 2017.

To,

M/s.
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Sir/Madam,

IIIT-A invites enquiry for hiring of below items at its Jhalwa Campus on the Occasion of "12th convocation" to be organized on 9th September 2017. Kindly quote your rates as per below mentioned specification.

S. No.	Item	Qty.	Unit rate Rs.	Total Amount Rs.
1.	Blue matting for dais (60x25 sqft.)	1500 sqft.		
2.	Red matting for floor (6x100)	600 sqft.		
3.	Jury Chairs-	04 nos.		
4.	VIP Sofa Set	03 sets		
5.	VIP Center Table	03 nos.		
6.	VIP Carpets (9 x 12) Sq. feet.	04 nos.		
7.	Table along with table cloth for stage	15 ft.		
8.	VIP cushion chairs	50 nos. (Approx.)		

You are requested to send the quotation by courier or speed post with complete details of specifications, terms & conditions etc. **up to 9th Aug 2017 till 12:00 Noon**. Rates should be quoted with all taxes inclusive. Quotations duly sealed may be dropped in the tender box placed in the office of the Deputy Registrar (S&P). Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Allahabad.

Note:

1. F.O.R. destination at IIIT-A, Deoghat Jhalwa, Allahabad.
2. Enquiry must be quoted in prescribe format.
3. May feel free to contact on E-mail info.purchase@iiita.ac.in, Ph. No. : 0532-2922051.
4. Kindly quote your Income Tax PAN No. / GST No. etc. as applicable, on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.
5. Rate quoted should be inclusive of all taxes.
6. The lowest rate will not be the basis of claim to get the order.
7. No. of items is approx. and may increase or decrease as per need.
8. Hiring of above items will be completed within the stipulated time, otherwise whole order will be treated as cancelled and no payment will be released.
9. Kindly mention enquiry reference number, subject, due date contact address etc on your quotation. Incomplete quotation will not be accepted.
10. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any enquiry.

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

Copy to:

- Hon'ble Director for kind information.