



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: IIIT-A/DR(S&P)/Conv. 204/2016
Date: 08/09/2016

Enquiry Letter

M/s.
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Ph. No.:

Sub: Quotation of Flex Banners for Various Size for 11th Convocation 2016

Dear Sir,

The Institute is intend to printing and supply of Flex Banners for 11th Convocation 2016 to be held on 24th September 2016. Kindly quote your rates for the supply and fixing of these items as per below mentioned specification.

Sl. No.	Item/Specification	Qty./ Total area	Unit rate in Rs. per square feet	Total Rs.
01	Supply and Fixing of Flex Banner Various Sizes			
	a) With frame	1000 Sqft.		
	b) Without frame	500 Sqft.		
	Grand Total-			

The quotations are invited by courier or speed post with complete details of Specifications, Terms & Conditions etc. upto **14.09.2016 at 12:00 Noon**. Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Allahabad. 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. The enquiry should be addressed to the Deputy Registrar (S&P), IIIT-Allahabad.

Note:

1. F.O.R. destination at IIIT-A, Deoghat Jhalwa, Allahabad.
2. Preference will be given to the manufacturer.
3. Quoted rate should be valid at least for 30 days.
4. Enquiry must be quoted in prescribe format.
5. Quality, if not, found according to our sample specification, he supply will not be accepted.
6. Payment will be made within fifteen days after satisfactory report from users end.
7. May feel free to contact on E-mail-**info.purchase@iiita.ac.in**, Ph. No.: **0532-292-2051**.
8. Size/number of flex/signage may increase or decrease, payment will be made on actual basis, based on quoted rates.
9. Kindly quote your Income Tax PAN No./TIN No., Service Tax Registration No. etc. as applicable on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.
10. The lowest rate will not be the basis of claim to get the order.
11. All disputes are subject to Jurisdiction of Allahabad Courts.
12. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any enquiry.
13. Director, Indian Institute of Information Technology, Allahabad reserves the right to alter/modify any or all conditions of this enquiry.


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

Copy to:

- Hon'ble Director for kind information.