



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, ALLAHABAD

(A Deemed to be University Established under Sec.3 of UGC Act, 1956 vide Notification No. F.9-4/99-U.3 Dated 4/08/2000 of Govt. of India)

(A center of excellence in Information Technology established by Ministry of HRD, Govt. of India)

Deoghat Jhalwa, Allahabad – 211 011 (U.P.), India

Ph: 0532-2922025, 2922000; Fax: 0532-2430006, 2922144; Web: www.iiita.ac.in; E-mail: contact@iiita.ac.in

Enquiry Letter

Ref: IIIT-A/ENQ/DR(E)/116 /2015

Date: 17/04/15

M/s.

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Ph. No.:

Sub: Quotation for Supply PVC Chairs.

Dear Sir,

Institute intends to purchase of the "**PVC Chairs with Arms**" for which quotations are invited as per specification and details given in below:-

S.No.	Items Specification/ Make	Qty.	Rate in Rs.	Total Rs.
1.	PVC Chair with Arms- Model type: Windsor of supreme make /Nilkamal /Cello or equivalent Approx Dimension- 875x585x600mm with a provision of : a. Premium monoblock with arm high back b. Made from the finest polypropylene c. Tough and lightweight d. Good quality e. Weatherproof and virtually maintenance free	690		

The quotations are invited by courier/speed post with complete details of Specifications, Terms & Conditions, Warranty/Guarantee etc. upto **05.05.2015 at 06:00 PM**. Quotations duly sealed may be dropped in the tender box placed in the office of the Deputy Registrar (E). Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Allahabad.

Note:

1. The tenderer should be an authorized distributor/dealer. A certificate to this effect should be enclosed with the quotation. Preference will be given to the firm, if Manufacture/Sole distributor.
2. The tenderer should give full details of being the manufacturer or sole distributor or dealer of the chairs with documentary evidence/authorization letter.
3. Quoted rate should be valid at least for 30 days.
4. Sample of chair is to be shown/submitted before the supply by the selected firm.
5. Enquiry/tender must be quoted in prescribe format on the company/firm letter head, not of attached IIIT-A proforma.
6. Quality, if not, found according to our specification, the supply will not be accepted.



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7. Payment will be made within fifteen days after satisfactory report from users end.
8. Fax/E-mail address/contact no. /Name of person to be contacted.
9. May feel free to contact on E-mail-**info.purchase@iiita.ac.in**, Ph. No. : **0532-2922051**.
10. Kindly quote your Income Tax PAN No., Service Tax Registration No. & also TIN or TDN no. for trade tax deposit is mandatorily on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.
11. Supply within 30 days from the receipt of the Purchase order. If, the supply delayed beyond the stipulated time of completion of supply a penalty of 10% the total cost may be imposed at the discretion of the competent authority.
12. The lowest rate will not be the basis of claim to get the order.
13. All disputes are subject to Jurisdiction of Allahabad Courts.
14. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.
15. It is mandatory to mention enquiry reference number, subject, due date contact address etc on your quotation. Incomplete quotation will not be accepted.
16. Kindly quote your email ID and Bank details etc.

(Dr. Seema Shah)
Deputy Registrar (E)

Copy to:

- Hon'ble Director for kind information.