

Indian Institute of Information Technology, Allahabad

(A 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 Centre of Excellence in IT Established by Govt. of India)

Deoghat, Jhalwa, Allahabad-211012 (U.P.) INDIA

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Ref. No. IIIT-A/DR-E/147/2014

Dated: 10.10.2014

Quotation for Repairing of Lecture Hall Chairs at RGIIT-Amethi

The Indian Institute of Information Technology Allahabad intends for repairing of Lecture Hall Chairs for Rajiv Gandhi Institute of Information Technology, Amethi. The enquiry/quotations are invited from the competent and legally and professional eligible Manufacturers/suppliers who are capable to repair the old broken chairs. Rate quoted for each item be given separately inclusive of all taxes. Quotations be submitted in the prescribed proforma as **annexure-I**.

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|----------------------------|---|------------------------|
| 1) Place of work | : | RGIIT, Amethi |
| 2) Last Date of Submission | : | 27.10.2014 (5:00 P.M.) |

The details of the terms and conditions & enquiry documents may be obtained from the counter of IIIT-A, Deoghat Jhalwa Allahabad. It can also be downloaded from the Institute web site www.iiita.ac.in. The same may also be available at the reception of IIIT-A, Jhalwa campus between 9.00 a.m. to 6.00 p.m. from 10.10.2014 to 24.10.2014(till 5.00 p.m.) only.



(Dr. Seema Shah)
Deputy Registrar (E)

Annexure-I

Bill of Quantity

(Firm quotation on the letter head of the firm)

Sl. No.	Description of Items	Unit	Qty.	Unit Rate (Rs.)
1	Old Chair: Re structuring of chair in assorted design & shapes of existing chair frames including cutting, welding, required hardware & labour charges upto complete structure frame complete in all respect.	Nos.	15.00	
2	Provision of Seat: Made with 12mm water proof ply, cushion 2" thick medium density foam and covering both sides matty cloth matching with existing & approved colour of size 15"x15" complete in all respect.	Nos.	15.00	
3	Provision of Back: Made with 12mm water proof ply, cushion 2" thick medium density foam and covering both sides matty cloth matching with existing & approved colour of size 15"x15" complete in all respect.	Nos.	72.00	
4	Replacement of Writing Pad:			
a	Made of both side 18mm pre-laminated particle board with edge binding tape in a rectangular shape of size 11.3"x21.0" matching with existing writing pad colour for black chair.	Nos.	30.00	
b	Made of both side 18mm pre-laminated particle board with edge binding tape in a rectangular shape of size 11.3"x8.0" matching with existing writing pad colour for red chair.	Nos.	20.00	
5	Replacement of rotator including fittings with required accessories	Nos.	50.00	
			Sub Total Rs.	

Scope of Work:

1. The above repairing works has to be done in Lecture Hall Chairs at RGIIT-Amethi.
2. Materials used (ply, foam, cloth) for repairing should be of standard quality.
3. Any other expenditure if occurred should be quoted separately.
4. Interested Agencies may visit the site as per their convenience to inspect the site.

Terms and conditions

1. It is most essential that it should be mentioned clearly that the price basis, payment terms, work schedule taxes and duties, validity transportation charges and its road permit if required and fooding and lodging charges if any.
2. Arrangement is to be made of all the materials FOR destination at RGIIT, Amethi,
3. Quoted rates should be valid at least for 30 days.
4. Quantity may increase or decrease at least for 10%.
5. Conditional quotations will not be considered in any case. They will be summarily rejected.
6. Preference will be given to manufacturer only along with their manufacturing certificates and its validity.
7. Firms/Agencies should authorization letter to their representative for attending the activity of the quotations like opening of quotations and technical discussioni.
8. The quotations must be given in prescribed form and signed by the contractor on all the pages including enclosures. The rates should be clearly filled both in words and figures.
9. Trade/Sales Tax/Vat or any other taxes or other charges on the material, which has not been mentioned while quoting their rates, shall not be paid by the Institute under any circumstances. The firm has to bear all the taxes.
10. Payment will be made within 15 days after satisfactory report from users ends.
11. Kindly quote your UPTT No. /Sales Tax registration No. / Income Tax PAN No./TAN No., etc on all the bills raised by you.
12. Particulars of quotations may be seen on Institute web site www.iiita.ac.in and can be down loaded.
13. It is mandatory to mention quotations reference no. subject, due date and contact address etc. on your quotation. Incomplete quotations will not be accepted.
14. The quotations of lowest rates cannot be claimed as right to be awarded that work/contract.
15. Fax/email address/ contact no. name of person to be contacted should be mentioned in the quotations.
16. Director, IIIT-A reserve the right to alter/modify any or all of the conditions of this quotations and to reject/accept any quotations.
17. All disputes are subject to jurisdiction of Court at Allahabad.

“ It is certified that I agree to the terms and conditions & with the specification and design as specified above and bind myself to follow and comply with it. I have gone through all the conditions and understand the same”.

(.....)
**(Seal & Signature of the proprietor/
Authorized representative)**



RELATIONSHIP CERTIFICATE

This is to certify that none of my relative is an employee of Indian Institute of Information Technology, Allahabad

(Signature of Contractor)

**Authorized Signatory of
IIIT, Allahabad**

