



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)/ 4/2016
Date: 11/08/2016

Enquiry Letter

M/s.....
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Subject: Quotation for procurement of Electrical Spares of 3M Street light at IIIT-A

Enquiry issue date: 11/08/2016

Last date of submission: 16/08/2016 at 12 noon

Opening Date: 16/08/2016 at 3:30 PM

Dear Sir,

The Institute intends to purchase Electrical Spares of 3M Street light at IIIT-A for which sealed quotations are invited as per details given below:

SI.No.	Item/Description	Qty	Unit Rate (in Rs.)	Total (in Rs.)
1.	35 W Pin Type Spiral CFL. Make-Phillips	72		
2.	35 W Screw Type Spiral CFL. Make-Phillips	20		
3.	Elliptical/ Oval-102 shap PVC Globe. Make-Phillips	25		
4.	Porcelain pin type Holder	40		

You are requested to submit the most competitive quotation by courier / speed post with complete details of Specifications, Terms & Conditions etc. upto 16.08.2016 till 12:00 noon. Quotations duly sealed in envelope superscribed "Quotation for Electrical Spares of 3M Street light at IIIT-A" may be dropped in the tender box placed in the office of the Deputy Registrar (S&P), IIIT-Allahabad. Quotation should be addressed to Deputy Registrar (S&P), IIIT-Allahabad, Deoghat Jhalwa, Allahabad - 211012.

Terms and conditions:

1. F.O.R. destination at IIIT-A, Deoghat, Jhalwa, Allahabad.
2. Quoted rate should be valid for at least for 60 days from the date of opening of the same.
3. Enquiry must be quoted in prescribed format on the letter head of the firm / vendor otherwise quotation may be rejected.
4. Rate inclusive of all taxes or taxes (as applicable), if any, be mentioned separately, in the quotation.
5. Preferred Brands : PHILLIPS
6. **The supply of Electrical Spares of 3M Street Light should be made within two days from the receipt of the Purchase Order. If, the supply delayed beyond the stipulated time of completion, order will be cancelled and no payment will be released.**

7. In view of wide publicity, the details are also available on our web site (www.iiita.ac.in) may be seen.
8. Quality, if not found according to our specification as above and standard supply will not be accepted.
9. Warranty clause, if any, should be mentioned separately.
10. Conditional quotation will not be considered in any case. They will be summarily rejected.
11. Payment will be made within one week after satisfactory report from user end.
12. May free to contact on E-mail-info.purchase@iiita.ac.in, ph. No: 0532-2922051, 2217.
13. Kindly quote your Income Tax PAN No. / TIN No., Service Tax Registration No. etc. as applicable mandatorily on the quotation raised by you.
14. The lowest rate will not be the basis of claim to get the order.
15. Kindly mention enquiry reference number, subject, due date, contact address etc. on envelope. Incomplete quotation will not be accepted.
16. Kindly quote your email id and bank details etc.
17. Director, IIIT-A reserves the right to alter / modify any or all conditions of this tender and to reject or accept any quotation.
18. All disputes are subject to Jurisdiction of Allahabad Courts.



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