INSTITUTE WORKS DEPARTMENT
ELECTRICAL DIVISION

No. ED/EE/262. .................................................................

Dated: 30-04-2023

QUOTATION NOTICE

M/s .................................................................
........................................................................
........................................................................

Dear Sirs,

Sealed quotations are invited from the empanelled by the undersigned on behalf of the
Director, IIT Kanpur, "Repairing, overhauling of ceiling fans at Type-1, Type-2, Type-3, Type-4,
Type-6 etc." As per enclosed Bill of Quantity/overleaf, so as to reach in this office on or before
09-10-2023 up to 3.00 PM and the quotation will be opened on the same day at 3.30 PM in the
presence of quotationers or their representative who want to be present.

The terms and conditions of the quotation are as under:

1. The quotations should be submitted in a properly sealed envelop, addressed to the
undersigned. The enquiry nos. and date should invariably quoted on the top of the envelop.

2. The time allowed for carrying out the above noted work is 14 (Fourteen) Days.

3. The rates quoted should be exclusive of GST, no other tax is payable except GST. GST shall
be quoted separately.

4. Security @ 10% shall be deducted from the bills which shall be released on successful
completion of defect liability period of six months.

5. Earnest Money of Rs. Nil/- is to be submitted in the form of FDR pledged in favour of the
Director, IIT Kanpur along with the quotation. The earnest money of the unsuccessful
quotationers will be returned within one month’s time. (Estimated cost Rs.27,398.00)

6. The quotations shall remain valid for 90 days from the date of opening.

7. Income tax & Trade tax will be recovered as per Government norms from the bill and the
amount so recovered will be deposited in the State Bank of India at the credit of the firm.

8. The earnest money/Security deposit will be regulated as per the norms of C.P.W.D.

9. The Institute reserves the right of accepting or rejecting any quotations without assigning any
reason thereof.

10. The material should be used as per enclosed approved list of make.