INSTITUTE WORKS DEPARTMENT  
ELECTRICAL DIVISION  

No. ED/EE/ 562  

Dated: J1.02.2021  

QUOTATION NOTICE  

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

Dear Sirs,  

Sealed quotations are invited from the empanelled by the undersigned on behalf of the  
Director, IIT Kanpur, " Rewinding and overhauling of ceiling fans exhaust fan installed at  
House No. 651, 630, 4079, 616, 428 & 485 etc and other north side residences. " As per  
enclosed Bill of Quantity/ overleaf, so as to reach in this office on or before 18-02-2021 up to  
3.00 PM and the quotation will be opened on the same day at 3.30PM in the presence of  
quotations 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 @ 7.50% 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 alongwith the quotation. The earnest money of the unsuccessful  
quotations will be returned within one month's time. (Estimated cost Rs.21,625.00)  

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.