Dear Sir(s),

The quotations under sealed covers are invited for the "Providing and fixing decoration and lighting of trees along both side of the road from main gate to Hall-II, Nursery to turning of SBRA i/c lighting of Director Residency, Visitor Hostel and L-20 lecture hall complete area in compliance to Institute Foundation Day from 02.11.2021 to 04.11.2021. "Detailed overleaf, so as to reach this office by 03.00 PM on 26.10.2021 and shall be opened on the same day after 03.30 PM in the presence of the representative of the quotations who wish to be present.

1. The quotations should be enclosed in a properly sealed envelope address to the Executive Engineer, Institute Works Department, Div-II, Indian Institute of Technology, PO IIT Kanpur - 208016. Enquiry no. and the due date should invariably be given on the envelope.

2. The rates quoted should be F.O.R. Kanpur and Free Delivery including loading, carting, unloading at IWD, Division office, IIT Kanpur or any other place in IIT Campus and stacking as directed in go downs.

3. The rates offered should be inclusive of erection cum dismantling charges.

4. The delivery period is within the date of supply order.

5. The decoration work should be completed in all respect up to 01.11.2021, 9.00 pm.

6. The quotations shall remain open for acceptance for four weeks from the date of opening.

7. A penalty @1% shall be charged if the supply is delayed.

8. Registration Certificate of GST No.

Copy to: 1. Notice Board.
        2. Institute web site for uploading the quotation.

(\text{Signature})

V.P. Singh
Executive Engineer