

**INDIAN INSTITUTE OF TECHNOLOGY KANPUR**  
**INSTITUTE WORKS DEPARTMENT**  
**CENTRAL OFFICE**

Enquiry No./IWD/CO/ 28  
Dated: 20/04/2026

Dear Sirs,

The quotations under sealed covers are invited for the supply of Earthen Flower Pots detailed overleaf. The quotations shall reach to the office of undersigned by 3.00 PM on 11.05.2026 and shall be opened on the same day after 3.30 PM in the presence of the representative of the quotations who wish to be present.

1. The bid document should be downloaded from [www.iitk.ac.in/iwd/tenderhall.htm](http://www.iitk.ac.in/iwd/tenderhall.htm)
2. The quotations should be enclosed in a properly sealed envelope addressed to the Superintending Engineer, Central Office, Institute Works Department, Indian Institute of Technology, P.O. I.I.T Kanpur-208016. Enquiry No. and the due date should invariably be given on the envelope.
3. The rates offered should be inclusive of all taxes including GST.
4. The firms are requested to give a detailed description & specification. The firm should clearly mention the PAN no. & GST no. on offer letter. In the absence of these particulars the quotations shall not be considered.
5. The rates quoted should be F.O.R. Kanpur and Free Delivery including loading, carting, unloading in GSMST, site I.I.T., Kanpur or any other place in IIT Campus.
6. According to standard terms, full payment will be made within 30 days after receipt, after proper checking and verification at GSMST, site. Payment against delivery or proforma invoice shall not be made.
7. The delivery period is 45 days from the date of supply order.
8. A penalty @0.5% weekly shall be charged if required supply is not made by due date.
9. The Institute has right to reject all or any of the quotations and to split up the requirements or relax any or all of the above conditions without assigning any reason.
10. The quotations shall remain open for acceptance for four weeks from the date of opening.



(Vinay Kumar Tiwari)  
Superintending Engineer  
& Head, IWD

