

INDIAN INSTITUTE OF TECHNOLOGY KANPUR
INSTITUTE WORKS DEPARTMENT
DIVISION-II

Enquiry No.: IWD/DIV-II/2026/422

Dated: 03/08/2026

To

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Dear Sir(s),

The quotations under sealed covers are invited in two bid system i.e. Technical bid and Financial bid for the work **"Hire charges for Supply and Fixing of Tentage Materials for Independence Day (15th August, 2026) celebrating at Institute auditorium Hall i/c Flower Decoration "**from the requisite similar type of experience of agencies are invited. The duly filled quotation shall be received on or before 10.08.2026 up to 12.30 PM and shall be opened on the same day at 3.30 PM in the office of the IWD, Division-II, IIT Kanpur in the presence of the representative of the quotations who wish to be present.

Specification of the work:

1. A branded new Unitex red/ Green matting, Kaleen and white cloth shall be brought one day before start of the laying of matting/Kaleen at auditorium. After satisfying the quality of matting Kaleen and white cloth the same be allowed to provide and fixed at the required locations as per the satisfaction of SE, IWD.
2. The all flowers to be brought for the decoration shall be fresh and of excellent quality of different colours. The decoration work shall be completed on the desired locations as per the entire satisfaction of SE, IWD.
3. The sample of all-natural fresh flowers to be used must be get approved from the SE IWD two days before the event.

Terms and Conditions:

1. The firm should have valid GST Registration, PAN the same should be submitted along with the bid. In the absence of these particulars the quotations are liable for rejection.
2. The Agencies are advised to visit the site to understand the requirement before submitting their offer.
3. The rates quoted should be F.O.R. Kanpur and Free Delivery including loading, carting, unloading at Auditorium Hall, IIT Kanpur or any other place in IIT Campus and stacking as directed by engineer-in-charge at site of work.
4. The rates offered should be inclusive of all labour, T&P, & er-rection cum dismantling charges. The GST shall be quoted separately.
5. The work in all respect inside auditorium shall be completed by 13.08.2026 up to 09.00 PM except flower decoration and carpeting work of Main Gate.
6. The flower decoration shall be completed by 08.00 PM of 14.08.2026.
7. A penalty @1% shall be charged if the work is not completed in time.

8. Institute may ask to contractor for deposit all the materials before 12.08.2026, no separate payment shall be paid.
9. The contractor has the capacity to procure all materials not listed in the Bill of Quantities (BOQ). Separate payment shall be paid for this work.

R. — f d — 03/08/26

(Muralidharan R)
Executive Engineer-II

03/08/26

Copy to: - 1. Notice Board.
2. Institute web site for up loading the quotation.