



Hall of Residence VIII

Indian Institute of Technology, Kanpur



Date: 26th May 2016

Reference No: IITK/HALL8/MES/16/01

Sealed Quotations are invited from prospective vendors by Hall of Residence VIII for utensils. The Detailed List of items required, Terms and Conditions and Guidelines for Quotation are given below.

Detailed List:

| <i>Item</i> | <i>Quantity</i> |
|-----------------------------------|-----------------|
| Thali* | 200 |
| Steel Glass* | 180 |
| Steel Spoon* | 15 Dozen |
| Katori (Steel)* | 120 |
| Quarter Plate* | 100 |
| Chiper (20 Liter) | 3 |
| Hot Case | 4 |
| Tub | 4 |
| Service Tray | 3 |
| Service Spoon | 5 |
| Fry Pan | 4 |
| Lunch Box | 4 |
| Steel Jug | 15 |
| Bucket (Steel) | 4 |
| Tub Jhara | 2 |
| Parat Jhara (Big Size) | 1 |
| Parat (Big Size) | 1 |
| Parat (Medium Size) (Aluminium) | 2 |
| Bhagona (150 ltr) (Aluminium) | 1 |
| Bhagona (120 ltr) (Aluminium) | 3 |
| Bhagona (80 ltr) (Aluminium) | 2 |
| Bhagona (30 ltr) (Aluminium) | 2 |
| Cooker (22 ltr) | 2 |
| Bhagona (7 ltr) (Steel) | 8 |
| Kaddukas (Big Size) | 2 |
| Kisti | 6 |
| Puri Jhara (Big size) | 2 |
| Jhara (Big Size) (Maheen jali) | 2 |
| Puniya (Small Size) (Maheen Jali) | 1 |
| Puniya (Small Size) | 4 |
| Meetha Pona | 2 |
| Palta (Big Size) | 2 |
| Palta (Medium Size) | 2 |

| | |
|--------------------|---|
| Palta (Small Size) | 2 |
| Chimta (Big Size) | 4 |
| Dohari (3 ltr) | 1 |
| Meetha Kadhai | 1 |
| Jalebi Kadhai | 1 |

Terms and Conditions:

1. All quotation must contain a valid TIN number, failing which the quotation would not be considered.
2. All quotation must follow the rules and format stated in the following section.
3. A vendor can only submit only one quotation. Any violations will be reported to the Central Stores, IIT Kanpur, to blacklist the vendor.
4. A sample for each of the first five items marked with asterisk (*) must be submitted for quality verification at the time of submission of quotation. These samples can be collected after 10 days of closing of the tender.
5. Quantities of some of the items may be increased from the present number at the time of order. Rates submitted in quotation must apply.
6. The tender is open till 8th June 2016.
7. The tender will be opened within 19th June 2016 (10 days of closing of the tender).
8. Quotations should be valid for a minimum of 30 days.
9. Any vendor with a bad reputation at the institute can be rejected outright.
10. The Hall reserves the right of accepting and rejecting any quotations without assigning any reason.
11. All items must be delivered to Hall of Residence VIII, IIT Kanpur.
12. Payment terms and conditions: 90% on delivery and 10% on meeting quality requirements.

Guidelines for Quotations:

1. All quotations must be printed or clearly handwritten on official letterhead and signed and stamped.
2. All quotations must be sealed and signed across the sealing and submitted with samples mentioned in Terms and Conditions 4.
3. If the vendor is submitting quotation for all the items listed he should mention 'COMPLETE' in his quotation. If the vendor is submitting quotation for some of the items listed, he should state 'PARTIAL' in his quotation.
4. The quotation must clearly state the rate and the weight corresponding to a single piece of each item.
5. Please mention clearly the name of vender (owner).
6. Clearly mention if there are other branches/stores selling the tendered items owned by the same vender.

Please submit sealed and signed quotations with the requested samples,

To,
The Warden In-charge,
Hall of Residence – VIII,
IIT Kanpur,
PIN – 208016,
UP, India.

Contact Mr. Ashish Tiwari, Office In-charge, Hall 8, on phone number 0512-679-4805 for any clarification.

Tender Closes 8th June 2016.