



INDIAN INSTITUTE OF TECHNOLOGY KANPUR

CENTRAL STORES & PURCHASE SECTION

IIT Post Office Kanpur - 208 016

Under certificate of posting

Phone : 91-512-2597214, 7384

Fax : +91-512-2597659

mail : purchase@iitk.ac.in.

Enquiry No : E/2017-2018/5

Enquiry Date 03/05/2017

Closing Date 11/05/2017

Delivery Date:

Dear Sir ,

Sealed Quotations so as to reach latest by 11:00 AM on dated 11/05/2017 are invited for the supply of following items :

SI No.	Description		
1	KURTA PYZAMA SET COMPLETE DETAILS AS PER ANNEXURE	2000	SETS
2	UTTARIYA (STOLE) COMPLETE DETAILS AS PER ANNEXURE	1700	SETS
3	SENATORS CONVOCATION GOWN COMPLETE DETAILS AS PER ANNEXURE	75	PCS

Sd/-

Dy. Registrar (S&P)
Central Store & Purchase Section



Annexure

INDIAN INSTITUTE OF TECHNOLOGY, KANPUR
OFFICE OF DEAN, ACADEMIC AFFAIRS

Dated: 25.04.2017

Tender Notice

Sealed quotations are invited from reputed contractors for the supply of Kurta Pajama and stole for convocation-2017.

The consolidated order will include the supply of Kurta Pajama and stole for convocation-2017 for about 1700 students and as per the description mentioned.

Item No.1.

Kurta Pyzama Set- 1500-1700 pcs,

(kurta in Jute fabric and pyjama in cotton polyester mix cloth (80-20) for boys and white leggings for girls. All kurtas in one colour (cream) but of different sizes as per requirement.

Item No.2.

Kurta Pyzama Set- 100-150 pcs,

(kurta in slab fabric and pyjama in white cotton polyester mix cloth (80-20) for boys and white leggings for girls. All kurta in one colour, but of different sizes as per requirement.

Item No.3.

Kurta Pyzama Set- 100-150 pcs,

(kurta in south cotton fabric and pyjama in white cotton polyester mix cloth (80-20) for boys and white lycra cloth leggings for girls, All kurta in one colour, but of different sizes as per requirement.

Item No.4.

Uttariya (Stole)- 1500 - 1700 pcs, -(Size: width 20 cm, length170 cm)

(fabric will be in satin with 7 different colours as per requirement)

Item No.5.

Senators convocation Gown- 50-75 pcs,

(satin material fabric, all of same colour, but of different sizes as per requirement)

Interested parties may submit their quotations in a sealed cover on the letter head of their firm. The quotation should be addressed to **Deputy Registrar, Stores and Purchase, IIT Kanpur-208016,** and should be submitted through speed post/courier. Last date for submission of sealed quotation is 1100hrs on DDMMYYYY. The quotation shall be opened before the committee on DDMMYYYY at 1530hrs. Quotations received after due date and time shall not be considered.



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Term & Conditions

1. The supplier should be in a position to supply the indented quantity on the date and at the place as required by IIT Kanpur.
2. The work order will be given to a single party for execution.
3. The services rendered by the supplier are exempted from service tax, under the category of academic institution.
4. The rate chart shall include cost quoted **item wise and also total cost.**
5. No advance shall be paid to supplier and after completion of supply, the supplier shall raise bill for the service rendered.

A. Eligibility Criteria

1. Firm should be registered under prevailing laws in India.
2. Firm should have excellent goodwill and name-fame in the town.
3. Firm should have minimum 6 (six) years' experience of providing clothing to large Establishments.
4. **Firms having past Experience of supplying bulk clothing to Universities of national importance or Centrally Funded Technical Institutes will be preferred.**

B. Furnishing of Information:

Applicant is required to submit the following in respect of his organization:

1. Name and postal address including valid and current telephone/mobile number, e-mail address.
2. A copy of Service Tax Registration.

Applicant should be in possession of the following documents and should submit them when ever called upon by the Institute:

3. Documents defining the legal status, place of registration, principal place(s) of business.
4. Name(s) and title of proprietor/ Officer(s) to be concerned with proposed work for IIT Kanpur, with designation of individuals authorized to act for the organization.

C. The applicant is advised to attach any additional information, which he thinks is necessary in regard to his capabilities to establish that the applicant is capable in all respects to successfully complete the envisaged work. He is however, advised not to attach superfluous information. No further information will be entertained after the quotation is submitted, unless the Institute calls for it.

D. Prospective applicants may seek clarification regarding the scope of work and/ or the requirement for qualification, in writing, within a reasonable time. No request for clarification will be considered after due date and time.

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E. Even though applicants satisfy the above requirements, they may be disqualified, if they have:

1. Made any misleading or false representation of facts or deliberately suppressed the information provided in the annexes, enclosures of this documents.
2. Records of poor performance, such as abandoning work, record of supply of substandard material.

F. Award Criteria:

The Institute reserves the right to:

1. Amend the scope and value of the work order.
2. Reject any or all the quotations without assigning any reason.
3. Reject such quotations wherein the applicant or his agent exercise influence or pressurise the institute for awarding the work order.
4. Canvassing of any kind is strictly prohibited.

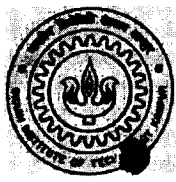
Any deficiency in supply of the material on time will be viewed seriously.

Penalty, as deemed fit by the institute authorised committee will be charged in the event of sloppy/ unsatisfactory or sub-standard quality of material supplied.

In case of any dispute, the Director, IIT Kanpur is the sole arbitrator. His decision shall be final and binding on both the parties. All disputes shall be subjected to the jurisdiction of Kanpur.


(AK Misra)
Joint Registrar
Academic Affairs.





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Phone : 91-512-2597214, 7384

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Terms & conditions for supply of above mentioned articles

1. Enquiry will be sent by courier / registered post / speed post and IIT Kanpur will not be liable for any kind of irregularity/delay.
2. The quotation in duplicate should be enclosed in a properly sealed envelop addressed to the Dy. Registrar(S&P) invariably giving on the envelope reference of enquiry and due date of opening.
3. The quantity mentioned in enquiry is and shall be deemed to be only approximate and will not in any manner be binding on the Institute.
4. Firms will quote separately for each article.
5. The Rate offered should be free delivery to IIT Kanpur or Ex-godown in case of firms situated outside Kanpur.If items is imported then the firms should quote the price on F.O.B. basis.
6. In case of Ex-godown terms the amount of packaging, forwarding freight etc. should clearly be mentioned by percentage or lump sum amount. Current rate of tax as and other statutory levies must be mentioned.
7. The rates offered should be exclusive or inclusive taxes. The rates applicable should clearly be specified .
8. The delivery period should be specifically stated. Ex-stock and earlier delivery may be preferred.
9. The firms are requested to give detailed description and specification together with detailed drawings and printed leaflets and literature of the articles quoted. The name of manufacturers and country of manufacture should also be invariably be stated. In the absence of these particulars the quotation is liable for rejection.
10. Samples wherever asked for will not be paid for. These should be delivered in the office of the undersigned securely labeled and packed. In case of firms who submit the sample through railway and road transport the freight should be prepaid and R/R should be in favour of the Dy. Registrar, Stores and Purchase Section. Indian Institute of Technology, Kanpur-208016.
11. Quotation should have validity of at least 90 days from the date of opening.
12. The rates quoted should be in metric units, otherwise your quotation is liable to be ignored.
13. The 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 is reserved.
14. All the consignments must be securely packed and booked duly insured addressed to the Dy. Registrar (S&P) IIT Kanpur - 208016
15. Institute is exempted for payment of Excise Duty under notification No. 10/97 & partially @ 5.15% Custom Duty exemption certificate under notification 51/96 and road permit will be provided if applicable.
16. The Penalty @ 1% per week or part thereof subject to a maximum of 10% of the delivery price will be deducted from the balance payment if supply is not completed within stipulated period.
17. The Concessional Form 'C/D' have been abolished w.e.f. 01.04.2007.
18. Our standard payment terms & condition is 90% against delivery and 10% after inspection and approval.
19. Supplier should mention complete contact details such as email etc.

Sd/-

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Central Store & Purchase Section