



INDIAN INSTITUTE OF TECHNOLOGY, KANPUR
STORES & PURCHASE SECTION

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Ref : FR/ENQ/S&P/2017-2018/«SINo»/ 313

Dated : August 28, 2017

«Name»

Dear Sirs,

Sealed quotations / rates are invited for following works so as to reach this office by 3:30 PM on or before 18-09-2017 (Monday).

Sl. No.	Description of Work	Item
01	Repairing, Polishing & Fixing of lock	Table (Big size) Wooden & Steel
02	Repairing, Polishing & Fixing of lock	Table (Small size) Wooden & Steel
03	Repairing, Polishing & Fixing of lock	Almirah (Big) Wooden & Steel
04	Repairing, Polishing & Fixing of lock	Almirah (Small) Wooden & Steel
05	Repairing, Painting, Polishing, & Recanning	Wooden & Steel Chairs
06	Repairing (Fixing of PU foam in seat & back, fixing of bearing and wheel) complete	Revolving Chairs
07	Repairing, Painting & Polishing	Rack Big size
08	Repairing, Painting & Polishing	Rack Small size
09	Repairing, Painting & Polishing	Stool small size
10	Repairing, Painting & Polishing	Stool big size
11	Repairing, Painting & Polishing	Book Case (Big)
12	Repairing, Painting & Polishing	Book Case (Small)
13	Repairing, Painting & Polishing	Filing Cabinet (Big)
14	Repairing, Painting & Polishing	Filing Cabinet (Small)
15	Repairing, Painting & Polishing	Steel Cot 3' x 6'
16	Table polishing & painting	Big Size Wooden & Steel
17	Table polishing & painting	Small size wooden & Steel
18	Chair polishing & painting	Wooden & Steel
19	Polishing	Stool wooden
20	Polishing & Painting	Rack wooden & steel

****Note : Please quote the rates in attached format and attach it with your letter pad duly stamped and signed. Enquiry reference No. should also be mentioned on top of the envelope.**

(Sharif)
Jt. Registrar (S&P)

Terms & Condition :

1. Board and Sunmica, that will be used ,should be of ISI Mark.
2. Work will have to be completed within a stipulated time which will be decided by Jt. Registrar (S&P).
3. Paint of Nerolac / Asian / Berger should be used.
4. No advance payment will be admissible for work.
5. Payment will be made only after completion and satisfactory inspection by Jt. Registrar (S&P).
6. Work order will be awarded to those who quote lowest ratesfor at least 75% of the total work.
7. Partially quoted rates will be treated as unresponsive bid.
8. The tenderer must enclose the earnest money in the form of demand draft for Rs. 20000/-, failing which their quotation will not be considered. The earnest money deposited by unsuccessful tenders will be returned back after a period of 15 days of award of work order.
9. The earnest money will be forfeited, if the work performance / material used by supplier during the contract period is of inferior quality or they are unable to execute the work on time. Also, the firm will be blacklisted for future reconditioning work contract.

ITEM RATES

Sl. No.	Description of Work	Item	Rate
01	Repairing, Polishing & Fixing of lock	Table (Big size) Wooden & Steel	
02	Repairing, Polishing & Fixing of lock	Table (Small size) Wooden & Steel	
03	Repairing, Polishing & Fixing of lock	Almirah (Big) Wooden & Steel	
04	Repairing, Polishing & Fixing of lock	Almirah (Small) Wooden & Steel	
05	Repairing, Painting, Polishing, & Recanning	Wooden & Steel Chairs	
06	Repairing (Fixing of PU foam in seat & back, fixing of bearing and wheel) complete	Revolving Chairs	
07	Repairing, Painting & Polishing	Rack Big size	
08	Repairing, Painting & Polishing	Rack Small size	
09	Repairing, Painting & Polishing	Stool Small size	
10	Repairing, Painting & Polishing	Stool Big size	
11	Repairing, Painting & Polishing	Book Case (Big)	
12	Repairing, Painting & Polishing	Book Case (Small)	
13	Repairing, Painting & Polishing	Filing Cabinet (Big)	
14	Repairing, Painting & Polishing	Filing Cabinet (Small)	
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16	Table polishing & painting	Big Size Wooden & Steel	
17	Table polishing & painting	Small size wooden & Steel	
18	Chair polishing & painting	Wooden & Steel	
19	Polishing	Stool wooden	
20	Polishing & Painting	Rack wooden & steel	

All terms & condition mentioned in enquiry letter Ref No. FR/ENQ/S&P/2017-2018/«SINo» are accepted.

Signature of Tenderer
with seal

