



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

Academic Affairs
QUOTATION ENQUIRY

Ref : IIT(BHU)/ACD/Convo./2018-19/QTN/33

Due Date : 11/12/2018
(Last date of quotation receiving)

Date : 05/12/2018
(Date of tender enquiry)

Dear Sir,

Quotations are invited from Sound Light & Tent Service providers having a proven track record as per enclosed list for the forthcoming VIIth convocation of the Institute scheduled to 29th December 2018, in sealed envelope. Quotations in duplicate must reach us before the date marked above and should contain the following information:

1. Quotations should be submitted in single bid format.
2. Full specification and make of the item offered and its rate F.O.R. Varanasi.
3. Kindly mention appropriate GST % as applicable for supplying of Goods & Services to educational institution.
4. Please mention your GST registration number and PAN in the quotation.
5. Conditions of supply and terms of payment shall be clearly mentioned in the quotation.
6. If you have proprietary right over the product, please mention the same in your quotation and provide a certificate.
7. Please give undertaking as per annexure -I-B.

Quotation must be sent in **sealed envelope** with word "QUOTATION", our reference number, and due date as given above, clearly marked over it.

Sl. No.	Particulars (Tent & other materials) Name of Items	Rate per pc. per day/ per sq. ft.
1.	Ceiling- 45" X 120"	
2.	Tables with Frill Covers	
3.	Round Table	
4.	Square Table	
5.	Fiber Chairs	
6.	Steel Chairs with Cover for Dias	
7.	Flex Banner with Frame for main stage 35" X 25"	
8.	Flex Banner with Frame for Directors office 15" X 3"	
9.	Flex Banner with Frame for Academic Section 15" X 3"	
10.	Flex Banner with Frame for IMS Corner 20" X 8"	
11.	Flex Banner with Frame for Channel Gate 20" X 6"	
12.	Flex Banner with Frame for Entrance	
13.	Sinage of Dignitaries -10 Nos.	
14.	Sinage of Department/ Schools and for other Places 10" X 1.5"	
15.	Sinage Flex of Department/ Schools	
	(Sound Light & Electrical items)	
16.	Projector (3500 Luminas)	
17.	LED Screen 8" X 6"	
18.	LED Par with Stands	
19.	Movie Camera with stand	

20.	Complete Light & Sound Set up for S.B. Hall	
21.	PA System for outside platform	
22.	Amplifier with hand held mike/ Cordless mike	
23.	Speakers for outside S.B. Hall	
General Items		
24.	Dustbins	
25.	Water Point	
26.	Paper Glass	
27.	Flower Decoration	
28.	Room Fresheners	
29.	Water Glass (Borocil)	

N. B.: Other terms & conditions pertaining to item mention above, shall be mentioned below

1. Above quantities are approximate. It may increase or decrease.
2. Rates must be quoted in the column "**Rate per pc. Per day/ per sq. ft**".
3. Supply must be executed in full from the date of receipt of the order.
4. Order quantity shall be decided before the event and accordingly the order shall be placed to the lowest eligible and responsive bidder.
5. Supply & Implementation of the aforementioned items must be executed in full a day before the date of convocation i.e. 29/12/2018.
6. Penalty @ 1% per week and a maximum of 10 % will be deducted in case of delay in supply
7. Supply may be rejected, if not found up to the mark and in conformity with the sample provided along with the quotation.

The sealed quotations will be opened in the purchase committee meeting to be held in the office of Dean of Academic Affairs.


 5/12/18
 DEAN (ACADEMIC AFFAIRS)
 अधिष्ठाता (शैक्षणिक कार्य)
 INDIAN INSTITUTE OF TECHNOLOGY
 (BANARAS HINDU UNIVERSITY)
 भारतीय प्रौद्योगिकी संस्थान
 (काशी हिन्दू विश्वविद्यालय)
 VARANASI/वाराणसी