

**INDIAN INSTITUTE OF TECHNOLOGY KANPUR**  
**Dean of Infrastructure and Planning**

No. Enquiry /DOIP/13-03-2024-01  
Dated: 13-03-2024

**QUOTATION NOTICE**

M/s.....

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The quotations under sealed covers are invited for "**Repairing of 25 HP starter panel for Tube well at Deep Tube well no. 18**", to reach this office by 03.00 PM on 18.03.2024 and shall be opened same day after 3.30 PM in the presence of the representative of the quotationer, who wish to be present. (The quotation must be submitted in format as per annexure A)

The quotations should be enclosed in a properly sealed envelope addressed to the Dean of Infrastructure & Planning (DOIP), Indian Institute of Technology, P.O. I.I.T Kanpur-208016. Enquiry No. and the due date should invariably be given on the envelope.

1. The period completion is 30 days from the date of supply order.
2. The security money @ 5% shall be deducted from the bill and same shall be released after defect liability period of 6 months.
3. The firm should clearly mention the PAN & GST No. on offer letter. In absence of these particulars the quotations are liable for rejection.
4. According to standard terms, payment will be made after its completion but after inspection and approval.
5. The Institute has 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.
6. The quotations shall remain open for acceptance for four weeks from the date of opening.
7. A penalty @ 1% per week or part thereof and maximum up to 10 % shall be charged if required work is not made by due date.
8. All Spares and paint should be genuine, and they should comply to IS code.
9. Service Technician should be covered under PF/ESIC and should be followed all other government regulations and guidelines.
10. Site visit must be done by the bidder before quoting their rates.

  
**(Dean Infrastructure and Planning)**

## Company's Letter head Quotation

Ref:  
Date-dd/mm/yyyy  
Valid Until:

To  
IIT Kanpur  
Kalyanpur Kanpur

Subject: Your NIT No.- Dated.      due upto.

N/W    < Name of work >

S.NO.	Description	Qty	Unit	Rate	Amount
1					
2					
		<b>Total in (Rs.)</b>			
		<b>Add GST</b>			
		<b>Grand Total in (Rs.)</b>			

Terms & Conditions:

1. Payment Terms:
2. Delivery Period:
3. Guarantee/Warranty:
4. Country of Origin of Goods:
5. Transportation Charges:

(Authorized Signatory)