भारतीय सूचना प्रौद्योगिकी संस्थान, नागपुर
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY,NAGPUR
"An Institution of National Importance by an Act of Parliament"
Survey No. :140,141/1 Behind Br. Sheshrao Wankhade Shetkari Sahakari Soot Girni, Village: Waranga PO : Dongargaon(Butibori),District: Nagpur (Maharashtra)-441108
Website: www.iiitn.ac.in Email: director@iiitn.ac.in, registrar@iiitn.ac.in Phone: 9405215010

(Please quote "REF CODE NO" for reference in all documents)

QUOTATION ENQUIRY

SUBJECT: - QUOTATION FOR DESIGN AND SUPPLY OF T-SHIRTS & JACKETS FOR THE KSHITIJ EVENT AT IIIT NAGPUR.

Supplier Name: - **M/s**	**Ref No.: IIITN/ADMIN/T-SHIRT /QUOT/2025-26/16**	**Date of issue: - 16.01.2026**
Ph No: -	**Last Date of Submission: - 22/01/2026 up to 03.00 PM** **At IIIT Nagpur Permanent Campus**	
Email id: -	**Opening Date of Quotation: - 22/01/2026 at 03.30 PM**	

On behalf of Director, IIIT Nagpur, quotations are invited in sealed cover for **Design and Supply of T-Shirt & Jacket for the Kshitij Event at IIIT Nagpur.**

The quotation should be valid for 90 days from the date of submission.

Quotation should reach the Registrar, **Indian Institute of Information Technology Nagpur, Survey No.: 140,141/1 Behind Br. Sheshrao Wankhade Shetkari Sahakari Soot Girni, Village: Waranga PO: Dongargaon (Butibori), District: Nagpur (Maharashtra)- 441108 on or before 22/01/2026 up to 3:00 PM**.

It will be presumed that the rates quoted by the firm are inclusive of all taxes on **D.A.P. Indian Institute of Information Technology Nagpur, Survey No.: 140,141/1 Behind Br. Sheshrao Wankhade Shetkari Sahakari Soot Girni, Village: Waranga PO: Dongargaon (Butibori), District: Nagpur (Maharashtra)-441108 basis.**

Information / Documents which are found to be false / incorrect / forged / fake, will lead to disqualification of the quotation. The Institute shall be free to take any action including blacklisting the firm / company.

Each and every document submitted with the quotation along with this quotation format should be duly signed & stamped failing which, submitted quotation may be treated as non-responsive. The decision of the Director, IIITN shall be final on the matter.

The Institute reserves the right to reject any or all quotation, wholly or partly or close the quotation at any stage prior to the award of contract without assigning any reason whatsoever.

INCOMPLETE OR CONDITIONAL QUOTATIONS MAY BE REJECTED.

Signature of Bidder with Seal and Date

Merchandise Manufacturing and Printing Specifications of T-Shirt & Jacket

Sr No	Particulars	Qty
1	**Finalist Jersey** ○ Fabric: Polyester-based sports fabric, 200 GSM ○ Printing: Full multicolored sublimation ○ Coverage: Front, back, and sleeves ○ Logos: Multiple logos on both sleeves and multiple logos on front and back ○ Finish: Smooth, breathable, and suitable for prolonged wear	**260**
2	**OC Jersey** ○ Fabric: Polyester-based sports fabric, 230 GSM ○ Printing: Full multicolored sublimation ○ Coverage: Front, back, and sleeves ○ Logos: Multiple logos on both sleeves and multiple logos on front and back ○ Personalization: Name and position printed on the back, as provided through an Excel sheet ○ Placement: Name and position to follow the generic design and approved sample layout	**105**
3	**OC Jacket** ○ Upper Material: NS parachute fabric, 170 GSM ○ Inner Material: Honeycomb lining ○ Design: Full neck stand collar with proper corner finishing ○ Printing: Full multicolored sublimation ○ Coverage: Front, back, and sleeves ○ Logos: Multiple logos on both sleeves and multiple logos on front and back ○ Personalization: Name and position printed on the back, as provided through an Excel sheet and approved placement layout	**65**

Note: - Any T-shirts & Jacket found defective in terms of printing, stitching, color variation, or fabric quality shall be replaced by the Bidder at no additional cost. The Institute reserves the right to reject the entire consignment if it is not found satisfactory or does not conform to the specifications mentioned above.

General Terms & Conditions

1. **Printing Techniques: -** All Merchandise T-shirts and apparel shall be manufactured using **sublimation printing, DTF (Direct-to-Film), DTG (Direct-to-Garment)** as appropriate to the design, ensuring durability, Color consistency, and overall print quality.

2. **Design Ownership and Inputs: -** The designs, logos, names, sizes, and all related artwork shall be provided by the Institute. The vendor shall not modify, substitute, resize, recolor, or reinterpret any design element without prior written approval from the Institute.

3. **Design Approval Prior to Production: -** Bulk production shall commence only after final design mockups, layout proofs, and placement specifications have been reviewed and approved by the Institute.

4. **Color Accuracy and Consistency: -** All printed colors shall strictly match the approved digital designs or reference samples. Any noticeable variation in shade, tone, or saturation shall be treated as non-conforming.

Signature of Bidder with Seal and Date

5. **Fabric Quality and Uniformity: -** Fabric GSM, texture, composition, and finish shall remain consistent across all units and shall strictly adhere to the specifications mentioned below. Any deviation shall be treated as non-compliance.

6. **Size Accuracy: -** All garments shall strictly adhere to the size chart provided by the Institute. Deviations beyond standard manufacturing tolerance shall be considered unacceptable.

7. **Name and Data Accuracy: -** Names, roles, and designations shall be printed exactly as provided in the Excel sheet shared by the Institute. Any discrepancy shall be treated as a printing error.

8. **Placement Precision: -** Logo placement, name alignment, spacing, and proportions shall strictly conform to the approved mockups. Automatic adjustments or assumptions by the vendor shall not be permitted.

9. **Batch Consistency: -** All items within a category shall be uniform in print quality, fabric GSM, color reproduction, stitching quality, and finishing.

10. **Post-Order Minor Modifications: -** The vendor shall remain flexible to accommodate minor changes in design elements, alignment, logo size, or names after order placement, provided such changes are communicated before the commencement of printing.

11. **Sample-to-Bulk Matching: -** Final production output shall strictly match the approved sample in all aspects, including fabric GSM, print quality, colors, construction, and finishing.

12. **Delivery Deadline: - Complete delivery of all merchandise shall be made on or before 29th January 2026 by 12:00 noon.**

13. **Delivery Completeness: -** All items must be delivered in a single complete lot unless otherwise approved by the Institute. Partial or staggered delivery shall not be accepted without prior consent.

14. **Responsible authority: -** Until unless the institute has received the package, the institute does not hold any responsibility against the damages occurred in the transit/manufacturing/theft. In case of theft, the institute must be informed and order must be reprinted on priority basis.

15. Each T-shirt should be individually packed in transparent protective packaging, clearly labelled with size.

16. Quantity of items / size of items may be increased and/or decreased as per actual requirement.

17. Any disputes shall be subject to Nagpur Jurisdiction only.

18. Design for the T-Shirt & Jackets is attached herewith as **Annexure 1.**

19. **TERMS OF PAYMENT:** The Payment shall be released only after successful completion of the work. The Payment shall be released within 15 days of submission of the Invoice after deducting statutory dues like GST as applicable subject to submission of proper invoice.

20. The time allowed for the work shall be strictly followed otherwise the Bidder shall be liable to pay compensation at the rate of 0.5% of the quoted Price of the work per week of delay on the part of the Selected Bidder subject to a maximum of 10% of the total Contract Value.

I/c Registrar

Signature of Bidder with Seal and Date

Annexure-A

DETAILS OF THE BIDDER

The following details are to be filled by the Bidder and also to be attached the necessary certificates, along with Firm's Registration Certificate without which the quotation may not be entertained.

1	Name & Address of the Agency / Firm / Company	
2	Year of Establishment:	
3	Registered Office Address	
4	Nature of the firm (Proprietorship / Partnership / Private Limited or Cooperative body etc)	
5	Registration No of Firm (Enclose Copy of the Registration)	
6	GST Registration No. (Enclose Copy of the GST Certificate) ***If GST is not applicable enclose CA Certificate***	
7	PAN No. (Enclose Copy of PAN Card)	
8	Name & Address of the Authorized Person	
9	Phone No.	
10	Email-ID	

Signature of Bidder with Seal and Date

"FORMAT OF QUOTATION ENQUIRY"

SUBJECT: - QUOTATION FOR DESIGN AND SUPPLY OF T-SHIRT & JACKET FOR THE KSHITIJ EVENT AT IIIT NAGPUR.

Ref No.: IIITN/ADMIN/T-SHIRT/QUOT/2025-26/16 **Date: - 16.01.2026**

Sr. No	Particular	Qty	Per Unit Amount in Rupees.	Total Amount in Rupees.
1	**Finalist Jersey** As per specifications	**260**		
2	**OC Jersey** As per specifications	**105**		
3	**OC Jacket** As per specifications	**65**		
A			Basic Amount (Rs.) =	
B			Less, Education Institutional Discount on A=	
C			Quoted Amount after discount (A-B) =	
D			Add, Good & Service Tax @ Applicable Rates(On C) =	
			Total Quoted Price (C+D)	
	Total Quoted price in Words Rs.			

1. The Price quoted by the Bidder shall be fixed for the duration of the contract and shall not subjected to adjustment on any account.

2. The Bidder with lowest Total Quoted Price (L1) shall be selected subject to fulfillment of all the other applicable conditions of the Quotation.

3. The payment shall be made as per actual basis, to the quantity actually supplied.

Signature of Supplier **Stamp:** **Date:**

(Authorized Signatory)

Signature of Bidder with Seal and Date

Annexure -1

SAMPLE DESIGN FOR T-SHIRT & JACKET FOR THE KSHITIJ EVENT AT IIIT NAGPUR

1 **Finalist Jersey**	
2 **OC Jersey**	

Signature of Bidder with Seal and Date

3 **OC Jacket**	

Signature of Bidder with Seal and Date