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 SUPPLY AND INSTALLATION POLYCARBONATE SHEET SHADE AT IIIT NAGPUR.

Supplier Name: - **M/s**	**Ref No.: IIITN/ADMIN/POLYC. /QUOT/2025-26/10**	**Date of issue: - 09.10.2025**
Ph No: -	**Last Date of Submission: - 17/10/2025 up to 03.00 PM** **At IIIT Nagpur Permanent Campus**	
Email id: -	**Opening Date of Quotation: - 17/10/2025 at 03.30 PM**	

On behalf of Director, IIIT Nagpur, quotations are invited in sealed cover for Supply and Installation Polycarbonate Sheet Shade 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 17/10/2025 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.

A. SCOPE OF WORK: -

Nature of Work: - Providing and fixing polycarbonate sheet roofing over the wash basin area on the ground floor of the kitchen mess at the hostel building, including the necessary supporting steel framework and all accessories for a complete and leak-proof installation.			
Sr No	**Description of Work**	**Unit**	**Qty**
1.	Providing & fixing of 10 mm thick UV resistant, colored multiwall polycarbonate sheet in roofing with necessary screws and aluminum snap beadin, EPDM gasket, beading, silicon on MS structure to ensure best performance to resist water leakage, wind uplift, vibration, oil canning and visual appearance all complete as per the direction of Engineer in charge	Sqm	45.5
2.	Steel work in built up tubular (round, square or rectangular hollow tubes etc.) trusses etc., including cutting, hoisting, fixing in position and applying a priming coat of approved steel primer, including welding and bolted with special shaped washers etc. complete. Hot finished welded type tubes	Kg	687.13
3.	Painting with synthetic enamel paint of approved brand and manufacture of required Colour to give an even shade: Two or more coats on new work over an under coat of suitable shade with ordinary paint of approved brand and manufacture	Sqm	60

B. GENERAL TERMS AND CONDITIONS: -

1. Interested bidders/Contractors may visit and inspect the site to acquire requisite information relating to work.
2. Selected bidder/ Contractors shall follow all safety rules and security procedures that are in force and applicable during the execution of work.
3. The Successful Bidder shall have to successfully complete the entire scope of work in Accordance with the Quotation Document within maximum period of **30 days** from the date of issue of Work Order.
4. Deviation Of Works: The Quantities are indicative and likely to increase / decrease. Bidder will have no objection for variation in quantities.
5. NO night work will be permitted without the written permission of the Competent Authority of the Institute.
6. 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.
7. The timeframe in completion of the work shall be strictly followed. The contractor may request for increase the timeframe providing reasons for such request. The decision of the Competent Authority shall be final.
8. In case of any delay beyond the approved timeframe, the Selected 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.
9. **Any amendment or corrigendum regarding this Quotation will be issued on the Institute website www.iiitn.ac.in only.**

I/c Registrar

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	

"FORMAT OF QUOTATION ENQUIRY"

Ref No.: IIITN/ADMIN/POLYC/QUOT/2025-26/10 **Date: - 09.10.2025**

SUBJECT: - QUOTATION FOR SUPPLY AND INSTALLATION POLYCARBONATE SHEET SHADE AT IIIT NAGPUR.

Sr. No	Particular	Amount in Rs. Lump-Sum
1	**Supply and Installation Polycarbonate Sheet Shade at IIIT Nagpur.**	
A	Less, Education Institutional Discount	
B	Subtotal (1-A)	
C	Add, GST / Taxes (on B)	
	Total Quoted price in Figures Rs (B + C)	
	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.

Note: - Price / Commercial bid & other details should be furnished as per Institute's prescribed format failing which the price / commercial Bid may be treated as unresponsive and may lend to disqualification.