



IIM SIRMAUR
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INDIAN INSTITUTE OF MANAGEMENT SIRMAUR
भारतीय प्रबन्ध संस्थान सिरमौर

Rampur Ghat Road,
Paonta Sahib, Sirmaur,
Himachal Pradesh-173025, India.

रामपुर घाट रोड,
पांढटा साहिब, सिरमौर।
हिमाचल प्रदेश-173025, भारत।

No. 1-19/2022-IIMS (PUR)/Misc. 574

Dated: December 15th, 2022

Request for Quotation

Subject: Call for e-quotation for Supply of 08 Nos. Metal Book Rack for IIM Sirmaur, Paonta Sahib.

Dear Bidders,

We solicit your e-quotation for Supply of 08 Nos. of Metal Book Rack for IIM Sirmaur, Paonta Sahib as detailed in Annexure-II of this RFQ and also furnish the bidders information in the format at Annexure-I by 26.12.2022 (11:00AM).

- E-Quotations may be submitted on or before **11:00 AM December 26th, 2022** via e-mail to purchaseoffice@iimsirmaur.ac.in in a password protected PDF attachment along with Superscribing Subject Line: **Supply of 08 Nos. of Metal Book Rack for IIM Sirmaur, Paonta Sahib.**
- Password of the PDF file will be e-mailed by the bidder only after the due date 26/12/2022 & time at **11:00 PM. The quotation must be encrypted with password protected attachment.**
- Kindly ensure that the quotation is signed & stamped in the .pdf format (password protected), and free from any virus or corrupted files.
- IIM Sirmaur reserves the right to reject any prospective application without assigning any reason and also to restrict the list of qualified bidders to any number deemed suitable by it, if too many quotes are received satisfying the laid down criterion.
- Minimum Required Specification for Metal Book Rack is listed below;

| Metal Book Rack Specification | |
|--------------------------------------|---|
| Dimension | <ol style="list-style-type: none">Depth (± 10 mm)- 300 mmWidth (± 10 mm)- 700 mmHeight (± 10 mm)- 975 mm.Bin strip height (± 1 mm) - 25 mm.Number of Shelves- 3.Type- closed from side only. |
| Material | <ol style="list-style-type: none">0.8 mm thick MS Sheet conforming to commercial quality CR-1, Grade-340 of IS 513.MS Sheet thickness of shelves and back (± 0.2 mm)- 1.0 mm.Sides, back and partition wall thickness- MS Sheet 0.8 mm.Angle posts material and size- Made from steel sheet of 3 mm thickness 40 X 40 mm.Ground clearance (± 2 mm)- 45 mm |
| Colour | <ol style="list-style-type: none">Olive GreenPaint Stove enameled. |

7. Other Terms and Conditions:

- Payment will be made after successful delivery of 08 Nos. of Metal Book Rack to IIM Sirmaur, Paonta Sahib and after submission of bills.
- The quoted amount shall be inclusive of all components and GST.
- Bidders need to provide Bank details along with bill to make a payment via PFMS/NEFT/RTGS.
- Items should be delivered within 07 days from the date of receipt of the Supply Order.
- Bidder must submit the quotation in the format given at Annexure I & II duly signed & stamped via e-mail in password protected attachment pdf otherwise they are liable to be rejected.**
- Improper, Incomplete and quotations received through e-mail without password protected attachment will be summarily rejected.**
- If the bidder emails the password along with their quotation, the quotations will not be considered for further process.**
- The bidder who quotes the lowest amount for the product (including all components and GST) shall be considered for further proceeding.
- Depending upon the cost, IIM Sirmaur may or may not procure the product.

Encl: As above


Dr. K Selvanathan
Senior Consultant (Admin.)

Copy:

- IT Office, IIM Sirmaur for uploading the RFQ in the official website.
- Office copy

Annexure-I

BIDDER'S INFORMATION (On Company / firm's Letterhead)

| Details of Bidder | | |
|-------------------|---|--|
| 1. | Registered Name of the bidder | |
| 2. | Registered Address of the bidder | |
| 3. | Name & Designation of the Contact person | |
| 4. | Contact Details : Mobile : Office Number: Email Id / FAX No: | |
| 6. | GST No. (Attach Copy) | |
| 7. | Permanent Account No. (PAN) (Attach Copy) | |

Place:

Date:

Signature of bidder
With the seal of their company

Annexure-II

| Financial Quotation | | | |
|-------------------------------|--|---------|------------------------|
| Sr. No. | Name of the item | Qty | Total Amount in Rupees |
| 1. | Metal Book Rack (As per Specification Below) | 08 Nos. | |
| Grand Total(Inclusive of GST) | | | |

| Metal Book Rack Specification | |
|--------------------------------------|--|
| Dimension | 1) Depth (± 10 mm)- 300 mm 2) Width (± 10 mm)- 700 mm 3) Height (± 10 mm)- 975 mm. 4) Bin strip height (± 1 mm) - 25 mm. 5) Number of Shelves- 3. 6) Type- closed from side only. |
| Material | 7) 0.8 mm thick MS Sheet conforming to commercial quality CR-1, Grade-340 of IS 513. 8) MS Sheet thickness of shelves and back (± 0.2 mm)- - 1.0 mm. 9) Sides, back and partition wall thickness- MS Sheet 0.8 mm. 10) Angle posts material and size- Made from steel sheet of 3 mm thickness 40 X 40 mm. 11) Ground clearance (± 2 mm)- - 45 mm |
| Colour | 12) Olive Green 13) Paint Stove enameled. |

Note:

*It is mandatory to provide the quote which is inclusive of GST.

*Password of the PDF file will be e-mailed by the bidder only after the due date 26/12/2022 & time at 11:00 PM. The quotation must be encrypted with password protected attachment. Improper, Incomplete and quotations received through e-mail without password protected attachment will be summarily rejected.

*For password protected pdf, bidder can refer this website <https://smallpdf.com/protect-pdf> or etc.

Place:

Signature of bidder

Date:

With the seal of their company