



**IIM SIRMAUR**  
KNOWLEDGE . LEADERSHIP

INDIAN INSTITUTE OF MANAGEMENT SIRMAUR  
भारतीय प्रबन्ध संस्थान सिरमौर

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

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

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

Dated: February 08<sup>th</sup>, 2023

**Request for Quotation**

**Subject: Call for e-quotation for Supply of Multiple Housekeeping items at IIM Sirmaur, Paonta Sahib.**

Dear Bidders,

1. We solicit your e-quotation for Supply of Multiple Housekeeping items at IIM Sirmaur, Paonta Sahib.as detailed in Annexure-1 of this RFQ by 17.02.2023 (11:00 AM)
2. E-Quotations may be submitted on or before 11:00 AM February 17th, 2023 via e-mail to purchaseoffice@iimsirmaur.ac.in in a password protected PDF attachment along with Superscribing Subject Line: **Supply of Multiple Housekeeping items at IIM Sirmaur, Paonta Sahib.**
3. **Password of the PDF file will be mailed by the bidder after the due date February 17th, 2023 & time at 11:00 AM onwards. The quotation must be encrypted with password protected attachment.**
4. **Kindly ensure that the quotation is signed & stamped in the .pdf format (password protected), and free from any virus or corrupted files.**
5. 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.
7. Other Terms and Conditions:
  1. Payment will be made after successful Supply of Multiple Housekeeping items at IIM Sirmaur, Paonta Sahib and after submission of bills.
  2. The quoted amount shall be inclusive of all (Transportation to IIM Sirmaur, Packaging and GST).
  3. Bidders need to provide Bank details alongwith bill to make a payment via PFMS/NEFT/RTGS.
  4. Items should be delivered within 7 days from the date of receipt of the Supply Order.
  5. Bidder must submit the quotation duly signed & stamped via e-mail in password protected attachment pdf otherwise they are liable to be rejected.
  6. Improper, Incomplete and quotations received through e-mail without password protected attachment will be summarily rejected.
  7. If the bidder will email the password before the last date & time, their quotation will not be considered for further process.
  8. The bidder who quotes the lowest amount for the service shall be considered for further proceeding.
  9. Depending upon the cost, IIM Sirmaur may or may not avail the service.

Encl: As above

Dr. K Selvanathan  
Senior Consultant (Admin.)

Copy:

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

*Ct*  
*08/02/2023*  
*[Signature]*  
*[Signature]*  
*08/02/23*

**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:	
5.	Whether a registered GST number, if yes please provide (Attach Copy)	
6.	Permanent Account No. (PAN) (Attach Copy)	

Place:  
Date:

Signature of bidder  
With the seal of their company

- 1 - Attach the copy of GST registration certificate.
- 2 - Attach the copy of PAN Card.

*C/S*  
08/10/2022

*[Signature]*

*[Signature]*  
09/10/22

### Annexure-I

Sr No.	List of Items required	Qty.	Price (Inclusive GST)
1.	Lizol 5 Ltr. Lemon flavour	60 Nos.	
2.	Harpic Blue 500 ml	350 Nos.	
3.	Harpic Red 500 ml	110 Nos.	
4.	Colin 500 ml	120 Nos.	
5.	Cloth Duster (Hand Mop)	160 Nos.	
6.	Phenyl White 5 Ltr.	130 Nos.	
7.	Tezab 1 Ltr. (Acid Toilet Cleaner)	120 Nos.	
8.	Washing Powder 1 Kg – TIDE	80 Kg	
9.	Garbage Bag (Big)	20 Pkt.	
10.	Garbage Bag (Small)	10 Pkt.	
11.	Scrubbing Pads (Green)	60 Nos.	
12.	Scrubbing Pad (Sponge)	40 Nos.	
13.	Steel Scrubber	30 Nos.	
14.	Toilet Brush	20 Nos.	
15.	Broom Hard (Coconut)	80 Nos.	
16.	Broom Soft	80 Nos.	
17.	Godrej Aer Pocket	110 Nos.	
18.	Room Freshener 300 m.l. (lavender)	30 Nos.	
19.	Wiper Big	25 Nos.	
20.	Wiper Small	20 Nos.	
21.	Gloves (House Hold)	60 Nos.	
22.	Agarbatti Cycle (3 in 1, 280gm pack)	10 Pkt.	
23.	Jala Brush (Cobweb brush)	15 Nos.	
24.	Naphthalene Balls (200 gm)	50 Pkt.	
25.	Urinal cake (colour, pack of 1 kg)	50 Pkt.	



26.	Cloth Duster (Check)	120 Nos.	
27.	Cloth Washing Brush	06 Nos.	
28.	Dust Pan	20 Nos.	
29.	Dettol Soap (45 gm)	200 Nos.	
30.	Godrej No.1 Soap (4 in 1, 400 gm)	35 Nos.	
31.	Hit (Black, 400 ml)	15 Nos.	
32.	Vim Liquid Packet – 140 ml	20 Nos.	
33.	Vim Bar Small – 125 gm	20 Nos.	
34.	Hand wash 5 Ltr.	03 Nos.	
35.	Machine Oil – 75 ml	12 Nos.	
36.	Telescopic Poll (30 Feet)	1 Nos.	
<b>Total Amount (Inclusive of GST)</b>			

**Note:**

\*It is mandatory to provide the quote which is inclusive of all above products mentioned in the Request for Quotation, failing which quotation may not be considered.

\*Password of the PDF file will be e-mailed by the bidder only after the due date 17/02/2023 & time at 11:00 AM. 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