



IIM SIRMAUR
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INDIAN INSTITUTE OF MANAGEMENT SIRMAUR

भारतीय प्रबंध संस्थान सिरमौर

Dhaura Kuan, Distt. Sirmaur
Himachal Pradesh – 173031, India

धौला कुआँ, जिला. सिरमौर
हिमाचल प्रदेश - 173031, भारत

No. IIMS/PUR/Advertisement/08/26-27

Date: 11.05.2026

Short-Term Request for Quotation

To,
Senior Consultant (Administration),
Indian Institute of Management Sirmaur
Dhaura Kuan, Sirmaur, 173031

Subject: Call for e-quotations for the Advertisement in the newspaper for Online BMS Programme.

We solicit your password protected e-quotation for Advertisement in the newspaper for Online BMS Programme, as follows:

Quotation Format (On letter Head Only)				
Sr. No.	Description of Services	Size	Rates Per Sq. Cm. (Incl. of GST & all)	Total Cost Incl. of GST and all (in INR)
01	Publishing of Advertisement on: a) Newspaper: The Hindu b) Edition: South India Editions c) Hue: Color (4C)	(33W X 25H) 825 Sq. cm.	To be filled by the vendor on their Letter head only	To be filled by the vendor on their Letter head only
02	Publishing of Advertisement on: a) Newspaper: Times of India b) Edition: North India Editions c) Hue: Color (4C)	(33W X 25H) 825 Sq. cm.	To be filled by the vendor on their Letter head only	To be filled by the vendor on their Letter head only
Grand Total Amount (Inclusive of taxes & all other charges)				To be filled by the vendor on their Letter head only

NOTE:

1. The advertisement shall be published on the prominent page only(Page 5/7 preferably solus)
2. The advertisement shall be published in one insertion only.
3. The publishing material, date, and day of publication will be shared with the lowest quoted (L1) vendor after finalization of the vendor.

A. General Instructions to the participants:

1. The bidders have to send this RFQ after filing rates on their letter head in password protected pdf format only to IIM Sirmaur by emailing to purchaseoffice@iimsirmaur.ac.in with subject line:
Quotation for Advertisement in the newspaper for Online BMS Programme.
Kindly ensure that the quotation is signed & stamped in the .pdf format (Password protected), and free from any virus or corrupted files.
2. Quotation received without password protected shall not be considered for further process.
3. Quotations should be submitted on or before **02:00 PM by 14.05.2026 (Thursday)** and the password has to be shared between **02:30 PM to 03:00 PM** on the same date on purchaseoffice@iimsirmaur.ac.in email.
4. The Bidder is required to submit the following documents/undertakings, duly signed and stamped, on the firm's official letterhead along with the quotation:
a) **GSTIN and PAN Documents: Self-attested copies of the Agency GSTIN and PAN.**
b) **Name of the Agency_____.** Bidder should not have been debarred/ blacklisted by any Govt. Dept. /Semi-Govt. Dept. /Educational Institute/ IIM or any other organization in the last five years.
5. The selected vendor has publish the advertisement in the respective newspaper mentioned in the above table.

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14/5/26

6. Payment will be done as per the actual size published in the newspaper.
7. Payment shall be made to the successful vendor within 30 working days after publishing of the advertisement on the respective newspaper, submission of bill with 3 copies of advertisement released in all editions of North India and South India and inspection report submitted by concerned department of the IIM Sirmaur.
8. **Note: Kindly submit the password protected financial quotes on your letterhead only as per the attached RFQ (Request for Quotation) along with the mentioned details & documents, please.**

Name of Firm _____
Address of the Firm To be filled
GSTIN _____ by the vendor
PAN _____ on their
Email Address letterhead only
Contact No. _____



Dr. K. Selvanathan
Senior Consultant (Admin.)

Signature & Stamp of the Authorized Signatory

