



IIM SIRMAUR
KNOWLEDGE . LEADERSHIP

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/Degree Folder/24/24-25

Date: 28.01.2025

Request for Quotation

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

Subject: Call for e-quotations for printing and supply of Degree Folder at IIM Sirmaur, H.P.

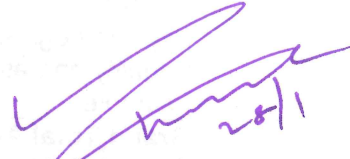
We solicit your password protected e-quotation for printing and supply of Degree Folder at IIM Sirmaur, H.P. as follows:

Quotation Format (On letter Head Only)				
Sr. No	Description of Item	Unit	Quantity	Total Cost inclusive of GST and all (in INR)
1	<p>Degree Folders with:</p> <p>a) The colour of the folder will be different for MBA and MBA-THM</p> <ul style="list-style-type: none">The name and roll number of each student is to be printed/engraved on the front right side corner.A golden-coloured border line is to be engraved on the front side of the folder. <p>b) Technical Parameters:</p> <ul style="list-style-type: none">Leather Cover.Dimension: Approx. Height 32.5cm X Length 23.5cm <p>(Basically it should hold a A4 size certificate inside it)</p> <ul style="list-style-type: none">Separate Removable Lamination Sheet(s)Triangular Corner Holders (4 on each side) for holding the Degree Certificate and Mark sheet <p>Note:</p> <p>1) The degree folders should be of premium quality and as approved after submission of sample.</p>	Nos.	330	To be filled by the vendor on their letter head only.
Grand Total Amount (Inclusive of taxes, FOR & all other charges)				To be filled by the vendor on their letter head

A. 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 printing and supply of Degree Folder at IIM Sirmaur, H.P.
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 03.02.2025 (Monday)** 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 firm should attach their GSTIN & PAN copy along with the quotation.**
5. The selected vendor has to supply the requirements as per specifications.
6. Payment shall be made to the successful vendor after printing and supply of Degree Folder at IIM Sirmaur, H.P. and after successful delivery and inspection report submitted by the IIM Sirmaur.
7. The sample soft copy of the degree folder and the content to be printed on it is attached at Annexure –I and Annexure –II. For better understanding of the quality and technical parameters, the vendor may visit the purchase office, main campus, IIM Sirmaur, if willing so.
8. The PO shall be issued to the L1 vendor only after getting his/her sample approved by the administration, IIM Sirmaur within 03 days of intimation.
9. **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
PAN _____ vendor on
Email Address their letter head
Contact No. _____


Dr. K. Selvanathan
Senior Consultant (Admin)

Signature & Stamp of the Authorized Signatory



Samples are attached below:



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INDIAN INSTITUTE OF MANAGEMENT SIRMAUR

MASTER OF BUSINESS ADMINISTRATION
(TOURISM AND HOSPITALITY MANAGEMENT)

ACADEMIC RECORD

Faculty of Education
University of Toronto
128 St. George Street
Toronto, Ontario
M5S 1A5

W. A.

Faculty of Education
University of Toronto
128 St. George Street
Toronto, Ontario
M5S 1A5

W. A.

Faculty of Education
University of Toronto
128 St. George Street
Toronto, Ontario
M5S 1A5

W. A.

It is the honor of the Faculty of Education, University of Toronto, to inform you that you have been selected to receive the **W. A. Award for Outstanding Achievement in the Faculty of Education** for the year 2022. This award is presented to the faculty member who has demonstrated exceptional achievement in their field of research, teaching, or service to the faculty and the university.

W. A. AWARD FOR OUTSTANDING ACHIEVEMENT IN THE FACULTY OF EDUCATION

W. A. AWARD FOR OUTSTANDING ACHIEVEMENT IN THE FACULTY OF EDUCATION

Presented to the recipient of the W. A. Award for Outstanding Achievement in the Faculty of Education for the year 2022.

For the year 2022.

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MASTER OF BUSINESS ADMINISTRATION

ACADEMIC RECORD