



INDIAN INSTITUTE OF MANAGEMENT SIRMAUR

भारतीय प्रबंध संस्थान सिरमौर

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

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

संख्या | No. IIMS/PUR/Whiteboard/09/26-27

दिनांक | Date: 15.05.2026

भाव-पत्र आमंत्रण | Request for Quotation

सेवा में | To,
प्रशासनिक अधिकारी (क्रय) | Administrative Officer (Purchase),
भारतीय प्रबंध संस्थान सिरमौर | Indian Institute of Management Sirmaur
धौला कुआँ, सिरमौर, 173031 | Dhaulta Kuan, Sirmaur, 173031

विषय: आईआईएम सिरमौर, हिमाचल प्रदेश में श्वेत-पट्ट (Whiteboard) एवं पिन बोर्ड कॉम्बिनेशन हेतु ई-कोटेशन आमंत्रण सूचना

Subject: Call for e-quotations for Whiteboard and Pin Board Combination at IIM Sirmaur, H.P.

हम आईआईएम सिरमौर में व्हाइटबोर्ड एवं पिन बोर्ड कॉम्बिनेशन की आपूर्ति हेतु आपका पासवर्ड-संरक्षित ई-कोटेशन आमंत्रित करते हैं।

We solicit your password protected e-quotation for Whiteboard and Pin Board Combination at IIM Sirmaur, H.P.

Quotation Format (On letter Head Only)				
Sr. No	Description of item	Quantity	Unit Price (Incl. of GST & all) In INR	Total Cost (Incl. of GST & all) In INR
01	Whiteboard (magnetic) and Pin Board Combination with: a) Dimension: 4 x 3 ft b) Combination: White/Blue c) Material: Anodized Aluminum, Satin Finish d) Mounting: Wall Mounting e) Corner material: Plastic	55 Nos.	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
Grand Total Amount (Inclusive of Taxes, FOR & all other charges)				To be filled by the vendor on their letter head

NOTE: Reference Picture of the Whiteboard and Pin Board Combination is attached at *Annexure-I*.

A. Instructions to the participants:

- 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 Whiteboard and Pin Board Combination 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.
- Quotation received without password protected shall not be considered for further process.
- Quotations should be submitted on or before **02:00 PM by 20.05.2026 (Wednesday)** 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.
- 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 firm's GSTIN and PAN.

b) Undertaking regarding Blacklisting:

Name of the Firm: _____

The bidder should not have been debarred/blacklisted by any Government Department, Semi-Government Department, Educational Institution (including IIMs), or any other organization during the last five (05) years.

5. The selected vendor has to provide the services as per specifications.
6. Payment shall be made to the successful vendor within 30 working days after delivery of items of Whiteboard and Pin Board Combination at IIM Sirmaur, H.P. and inspection report submitted by the user department of IIM Sirmaur.
7. **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.**

फर्म का नाम/Name of Firm _____

फर्म का पता/Address of the Firm _____

जीएसटीआईएन/GSTIN _____

पैन/PAN _____

ईमेल पता/Email Address _____

संपर्क नंबर/Contact No. _____

Jay Singh
प्रशासनिक अधिकारी (क्रय)
भारतीय प्रबंध संस्थान सिरमौर

अधिकृत हस्ताक्षरकर्ता के हस्ताक्षर एवं मोहर / Signature & Stamp of the Authorized Signatory



Annexure - I

