



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

संख्या | No. IIMS/PUR/Housekeeping Items/31 /26-27

दिनांक | Date: 16/07/2026

भाव-पत्र आमंत्रण | Request for Quotation

सेवा में | To,
प्रशासनिक अधिकारी (कार्मिक एवं सामान्य प्रशासन) | Administrative Officer (P. & Gen. Admin.)
भारतीय प्रबंध संस्थान सिरमौर | Indian Institute of Management Sirmaur
धौला कुआँ, सिरमौर, 173031 | Dhaura Kuan, Sirmaur, 173031

विषय: आईआईएम सिरमौर, हिमाचल प्रदेश में हाउसकीपिंग सफाई सामग्री की खरीद हेतु ई-कोटेशन आमंत्रित किए जाने के संबंध में।

Subject: Call for e-quotations for procurement of the Housekeeping Cleaning Materials at IIM Sirmaur, H.P.

हम आपसे अनुरोध करते हैं कि आईआईएम सिरमौर में हाउसकीपिंग सफाई सामग्री की खरीद हेतु निम्नानुसार अपना पासवर्ड-संरक्षित ई-कोटेशन प्रस्तुत करें:

We solicit your password protected e-quotation for procurement of the Housekeeping Cleaning Materials at IIM Sirmaur as follows:

Quotation Format (On letter Head Only)					
Sr. No	Description of Items	Quantity	Make & Model	Unit Price (incl. of GST and all)	Total Cost (Incl. of GST and all)
1	Lizol 5 Liters	72 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
2	White Phenyl 5 Liters	89 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
3	Harpic Blue 500 ml	372 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
4	Harpic Red 500 ml	150 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
5	Hand Mop (Pochha)	190 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
6	Colin 500 ml	190 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
7	Surf Tide (500 grm)	190 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
8	Garbage Bag 240 Ltr (270x120 cm)	300 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
9	Garbage Bag 130 Ltr. (170x90 cm)	200 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
10	Garbage Bag 05 Ltr. (48x55 cm)	600 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head

11	Scrubber Pad Green	75 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
12	Scrubber Pad Sponge	75 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
13	Scrubber Pad Steel	75 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
14	Broom Hard	100 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
15	Broom Soft	100 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
16	Odonil Air Pocket	322 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
17	Room Freshener	30 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
18	Wiper Big	25 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
19	Wiper Small	15 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
20	Hand Gloves	50 Pairs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
21	Jalla Brush	10 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
22	Naphthalene balls (100 grms)	102 Pkt.	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
23	Duster Cloth	163 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
24	Hit Spray	43 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
25	Hand wash 5 Liters	53 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
26	Toilet Paper	380 Rolls	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
27	Acid 1 Liters	75 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
28	Floor Brush Long Handle (22x24inch)	15 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
29	Urinal Screen	60 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
30	Toilet Brush	30 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head

31	Dustbin 5 Ltr.	50 Pcs	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head	To be filled by the bidder on their letter head
Grand Total Amount (Inclusive of taxes & all other charges)				To be filled by the bidder on their letter head	To be filled by the bidder on their letter head

A. Instructions to the participants:

- बोलीदाताओं को इस निविदा प्रपत्र (RFQ) में दरे भरने के पश्चात, अपनी संस्था के लेटरहेड पर पासवर्ड-संरक्षित .pdf प्रारूप में कोटेशन केवल ईमेल द्वारा purchaseoffice@iimsirmaur.ac.in पर निम्नलिखित विषय पंक्ति के साथ प्रेषित करनी होगी: आईआईएम सिरमौर, हिमाचल प्रदेश में हाउसकीपिंग सफाई सामग्री की खरीद हेतु ई-कोटेशन आमंत्रित किए जाने के संबंध में। कृपया यह सुनिश्चित करें कि भेजी गई कोटेशन हस्ताक्षरित एवं मुद्रांकित (Signed & Stamped) हो, पासवर्ड-संरक्षित .pdf फॉर्मेट में हो, तथा उसमें कोई वायरस या भ्रष्ट (corrupted) फ़ाइल न हो।

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:

Call for e-quotations for procurement of the Housekeeping Cleaning Materials 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.

- पासवर्ड-संरक्षित न होने अथवा भागीदारी की वैधता अवधि समाप्त होने के पश्चात प्राप्त कोटेशन स्वीकार्य नहीं होगी और उन्हें आगे की प्रक्रिया में शामिल नहीं किया जाएगा।

Quotation received without password protected and after the validity of participation period shall not be considered for further process.

- कोटेशन 22.07.2026 (बुधवार) को दोपहर 02:00 बजे तक प्रस्तुत किए जाने चाहिए, तथा पासवर्ड उसी दिन दोपहर 02:30 बजे से 03:00 बजे के बीच purchaseoffice@iimsirmaur.ac.in ईमेल पर साझा किया जाना अनिवार्य है।

Quotations should be submitted on or before 02:00 PM by 22.07.2026 (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.

- बोलीदाता को कोटेशन के साथ निम्नलिखित दस्तावेज/घोषणाएँ फर्म के आधिकारिक लेटरहेड पर विधिवत हस्ताक्षरित एवं मोहर सहित प्रस्तुत करनी होंगी:

a) GSTIN एवं PAN दस्तावेज:

फर्म के GSTIN एवं PAN की स्वप्रमाणित प्रतियाँ।

b) ब्लैकलिस्टिंग संबंधी घोषणा:

फर्म का नाम: _____

बोलीदाता पिछले पाँच (05) वर्षों के दौरान किसी भी सरकारी विभाग, अर्द्ध-सरकारी विभाग, शैक्षणिक संस्थान (जिसमें IIMs शामिल हैं) अथवा किसी अन्य संगठन द्वारा प्रतिबंधित/ब्लैकलिस्ट नहीं किया गया होना चाहिए।

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.

- चयनित बोलीदाता को सामग्री केवल निर्धारित विनिर्देशों के अनुरूप ही उपलब्ध करानी होगी।

The selected bidder has to provide the materials as per the specification only.

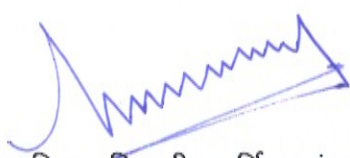
सामग्री की सफल आपूर्ति तथा भारतीय प्रबंध संस्थान सिरमौर द्वारा निरीक्षण प्रतिवेदन (Inspection Report) प्रस्तुत किए जाने के उपरांत ही सफल बोलीदाता को भुगतान किया जाएगा।

Payment shall be made to the successful bidder after successful delivery of the materials and inspection report submitted by the IIM Sirmaur.

6. नोट: कृपया संलग्न RFQ (Request for Quotation) के अनुसार, आवश्यक विवरण एवं दस्तावेजों के साथ केवल अपने लेटरहेड पर पासवर्ड-संरक्षित वित्तीय कोटेशन प्रस्तुत करें।

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 To be
फर्म का पता/Address of the Firm filled by
जीएसटीआईएनGSTIN the bidder
पैनPAN on their
ईमेल पताEmail Address letterhead only
संपर्क नंबरContact No. _____


प्रशासनिक अधिकारी (कार्मिक एवं सामान्य प्रशासन)
Administrative Officer (P. & Gen. Admin.)
IIM Sirmaur, H.P. (173031)




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