

**INDIAN INSTITUTE OF MANAGEMENT, NAGPUR**

Stores & Purchase Department, I I M Nagpur, VNIT campus,  
South Ambazari Road, Nagpur – 440010

Ph.No. – 07127102360 / 07127102358 Email: procure@iimnagpur.ac.in

**Invitation to Offer**

Name of bidder & Address:  	Inquiry Ref. No. IIMN/125/2018-19/002 dated 08/05/2018	Date of Issue: 09/05/2018
	Submission of quotation: on 15/05/18; by 3.00PM. at IIM Nagpur Office.	Offer Valid up to 3 Months
Ph. No.: _____ Email id: _____	Date & time of opening of Quotation/Bid: on 15/05/2018 by 3.30PM. IIM Nagpur, VNIT campus, Nagpur-10	Issued by:  Administration & Estate.

We invite your Quotation for the item mentioned below. Please return this form, duly filled in all respects in a sealed envelope so as to reach us on the above address and before the date specified above. Submitting this quotation implies agreement to the terms and conditions mentioned in Annexure B

Sr. no	Description of Item	Qty.	Unit	Unit Rate(Rs)	Total Amount (Rs)
1	Supply, Installation, testing and commissioning of pre-wired recess mounted 2'X2' nominal size LED fitting Specification as per Annex-A	06	No's		
		<b><u>GST % &amp; Amount</u></b>			
<b>Total Amount including Freight/Transit Insurance/Installation and all Taxes:</b>					

**Total Amount in Words:( \_\_\_\_\_ )**

Payment terms: After delivery on submission of Tax Invoice by NEFT /RTGS

Note: IIM Nagpur reserves the right to accept the quotation or to reject any or all quotations without assigning any reasons thereof.

*Sign & Stamp of Bidder / Supplier*

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**Annexure 'A'**

**Sr.No.1      LED Fitting**

**Quantity      06**

**Specifications:**

Supply, Installation, testing and commissioning of pre-wired recess mounted 2'X2' nominal size LED fitting with high quality polycarbonate diffuser capable to driver minimum system output of 2800 lumens at min 90/lumens/watt system efficacy and colour temperature of 6500K complete with integral suitable capacity driver and all other required accessories, suitable for 240 V single phase 50 Hz power supply, mounting arrangement on false ceiling with suitable hanging with flexible steel wire from ceiling, including connection with 1.5 Sq.mm FRLS cable PVC insulated, copper conductor, single core cable and earthing etc. complete

**Make-Philips RC380BG2LED28s-6500PSE**

*Sign & Stamp of Bidder / Supplier*

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### Annexure B

#### General Conditions for Bidders

1. Bidder should be a registered manufacturer/authorised dealer/supplier. All items to be delivered at IIM Nagpur, VNIT campus.
2. Firm must have following certifications/ accreditations/registrations, copies of which are required along with bidding/quotations
  - (a) The applicant should be in good quality Electrical work /business for a minimum period of THREE years as on 31.03.2017  
(Please attached company incorporation or Relevant documentary evidences)
  - (b) PAN No.
  - (c) GST No.
3. The quantity may increase or decrease as per requirement and payment will be made as per actual supply of items on the rates quoted by your firm.
4. **Award of similar type of work on same rates:** Upon mutual consent, the client may award another similar type of order in campus based on this rates to the bidder, for which the rates may be valid up to ONE year from the date of issue of Purchase Order.
5. Delivery period: Delivery within 15 days of issue of Purchase Order. Items to be delivered at IIM Nagpur. Completion of delivery includes loading / unloading of goods at IIM Nagpur. No labour will be provided by IIM Nagpur.
6. Payment: Payments will be made on receipt and installation of items in fully serviceable and to the satisfaction of the purchaser.
7. Please submit Bank account details along with the bill for payments be NEFT / RTGS or mention the same in the bill.
8. Warranty should be 1 year from the date of installation.
9. IIM Nagpur reserves the right to accept the quotation or to reject any or all quotations without assigning any reasons thereof.
10. Bill should be submitted in duplicate on complete execution of order only
11. The bidder must agree to supply the same items at the rates quoted in case the institute places a repeat order within 6 months of the first order.

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**Annexures C**

**PARTICULARS OF BIDDER**

1. Name of the bidder

(a) Trade Name (in Block letters)

\_\_\_\_\_

(b) Status of the bidder

\_\_\_\_\_

(Proprietorship/Partnership/LLP/Limited Co.)

(in Block letters)

(c) Name of Proprietor/Partners/CEO/Directors

\_\_\_\_\_

(in Block letters)

2. Postal Address

\_\_\_\_\_

\_\_\_\_\_

3. Telephone No.

\_\_\_\_\_

4. E-mail / Website address (if available)

\_\_\_\_\_

5. Name of the Banker, Branch Name & address

(in Block letters) (for e-payment purpose)

\_\_\_\_\_

6. PAN (Enclose self-attested photocopy)

\_\_\_\_\_

7. GST No.

\_\_\_\_\_

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9. Trade License/Business License/CIN (if applicable) \_\_\_\_\_  
(Enclose self-attested photocopy)

10. Any other Relevant Information \_\_\_\_\_  
(e.g. Number of Years of Experience in similar line of business / Turnover for last Financial year)

I/We hereby declare and affirm that I/we have read and understood the terms and conditions of this quotation as stipulated in the tender notice no IIMN/125/2018-19/002 dated 08/05/2018 Accordingly, I/ we accept the terms and conditions and hereby offer the rates for “Supply, Installation, testing and commissioning of pre-wired recess mounted 2’X2’ nominal size LED fitting” as per specifications in Annexure ‘A’

**Signature** \_\_\_\_\_

**Name of the BIDDER** \_\_\_\_\_

**Official seal of BIDDER** \_\_\_\_\_

**Date** \_\_\_\_\_