

**INDIAN INSTITUTE OF TECHNOLOGY KANPUR**  
**INSTITUTE WORKS DEPARTMENT**  
**DIVISION-II**

Enquiry No.: IWD/DIV-II/2025/ 05

Dated: 03/01/25

To

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Dear Sir(s),

The quotations under sealed covers are invited for the "**Providing and fixing of Signage for Shivani Centre**" from the requisite similar type of agencies are invited. The duly filled quotation shall be received on or before 11.01.2025 up to 1.00 PM and shall be opened on the same day at 3.30 PM in the office of the IWD, Division-II, IIT Kanpur in presence of the representative of the quotationer, who wish to be present. (The quotation must be submitted in format as per annexure A).

The quotations should be enclosed in a properly sealed envelope addressed to the Superintending Engineer (IWD), Indian Institute of Technology, P.O. I.I.T Kanpur-208016. Enquiry No. and the due date should invariably be given on the envelope.

1. The rates offered should be without GST. The percentage to be charged against GST shall be quoted separately.
2. The firm should have valid GST Registration, PAN the same should be submitted along with the bid. In the absence of these particulars the quotations are liable for rejection.
3. According to standard terms, payment shall be made after its completion. Payment against Performa invoice shall not be made.
4. The quotations shall remain open for acceptance for four weeks from the date of opening.
5. Necessary statutory deductions shall be made from the bills.
6. The Institute has right to reject all or any of the quotations and to split up the requirements or relax any or all of the above conditions without assigning any reason
7. The work shall be executed as per entire satisfaction of the Engineer-in-charge in time with all labour, materials & T&P etc. complete with all respect.
8. A penalty 1% shall be charged if required work is not completed by due date.
9. The period completion is 30 days from the date of supply order.
10. The rates quoted shall be F.O.R. IIT Kanpur.
11. Site visit must be done by the bidder before quoting their rates.



12. If the bidder makes any modification in the terms and conditions of the bid, which is not acceptable to the Institute, then the Institute shall, without prejudice to any other right or remedy, be at liberty to suspend the bidder for one year.



(R.K.Verma)

Acting Superintending Engineer

Copy to: - 1. Notice Board.

2. Institute web site for up loading the quotation.

