Reference Number: DOSA/Techkriti-2017/9

To Whomsoever It May Concern
Call for Tenders

Dated: 09/03/2017

This is to notify that tenders are invited to set up Glow-sign boards for Techkriti'17, the inter-institute Technical and Entrepreneurial Festival of IIT Kanpur. The event is scheduled from 23rd March, 2017 to 26th march, 2017.

The specifications of the work:

Sr. No	Items description	Size	Quantity
1	Glow shine with Double sided lighting	(3*5 Sqft)	180
2	Glow shine with Double sided lighting	(4*6 Sqft)	5
3	Glow shine with single sided lighting	(4*6 Sqft)	5
4	Glow shine with Single sided lighting	(4*10 Sqft)	2

Mention the following things in quotation:

1. Your profile, this should include the places you have worked in past, especially in IIT Kanpur Campus.
2. Per piece cost and the total cost of all the material mentioned with proper details.
3. Time which you will need for manufacturing and delivery
4. The quotations provided should be valid for a minimum period of 2 months
5. All the designs will be given to you in .psd format and no extra charges will be paid for any conversion of format of design

Terms and Conditions:

- **Quantity and quality of the mentioned material are tentative and subject to change. The exact details will be mentioned in the work order.**
- All the taxes should be mention in the quotation.
- All prices should include transportation, labor and any service charge. No extra payment will be done for the same.
- We will only be paying for 4 days of festival when we are using it however we will not pay you for extra days when you will bring the materials to IIT Kanpur and when you will pick up from the store.
- Vendor will be responsible for collecting all their items after the fest from the respective places.

Please send a quotation/offer letter, if you agree to above terms and conditions, to the following address in a sealed envelope before **04:00 PM, 15th March, 2017**.

Mr. N.C. Joshi
DOSA Office,
Faculty Building,
IIT Kanpur-208016

In case of any query please contact the undersigned,
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