

**INDIAN INSTITUTE OF TECHNOLOGY KANPUR  
DESIGN PROGRAM**

**Enquiry Letter**

Ref. No. : IITK/DESIGN/DESIGN-LAB/2013-14/001

Dated: 9<sup>th</sup> September 2013

To:

M/s. \_\_\_\_\_

From: Dr. Satyaki Roy  
Design Program  
IIT Kanpur – 208 016

**Sub: “Enquiry-Cum- Quotation for Furniture”**

Dear Sir/Madam,

**Sealed Quotations are invited for purchase of furniture with the following specifications:**

| Sl. No. | Specification  | Qty.                 |
|---------|--|----------------------|
| 01      | The table size must 1622 W x 1022 D x 750 H. The top shall be 25 MM thick with MDF as base material and PVC Membrane foil coating on top. Understructure shall be of bend pipes of diameter 38 MM and thickness of 2 MM . Legs must be powder coated to prevent rusting and also glides should be provided in understructure to prevent the damage of table at the time of stacking. Table should be stackable.  | 20 Nos<br>(6 Seater) |
| 02      | The Wooden chair shall be available in the dimensions of 55cm(W) x 54cm(D) x 86cm(H). The seat size shall be 44cm (W) x 40cm (D), the Back size shall be 42cm (W) x 45cm(D) and the seat height shall be 45.5cm. The seat back shell shall be made up of 1.2+-0.1 cm thick hot pressed plywood and laminated with natural veneer in three different shades of Teak and Mahogany. The armrest shall be made from Laminated veneered plywood (Teak stained) with melamine finish. The armrest tube assembly shall be powder coated and shall be made of thick M.S. tube.1.9+-0.02cm x 0.16+-0.0128cm. The tubular understructure shall be black powder coated (DFT 40-60 microns) and shall be made of M.S. tube 1.9+-0.02cm x 0.16+-0.0128cm thick. | 66 Nos               |
| 03      | Personal Locker  | 15 Nos               |

The quotation should reach to Dr. Satyaki Roy, Media Technology Centre M-3, IIT Kanpur-208016, by 5PM, 16<sup>th</sup> September 2013.

**Terms & conditions for supply of above mentioned articles:-**

1. Quotation must be valid 30 days.
2. Delivery period will be 04 weeks from the receipt of the purchase order, Extension of delivery period is not allowed.
3. Warranty should be properly mentioned in your quotation.
4. Payment term: - for Rupees payment 90% on delivery & 10 % after satisfactory using/working.
5. The rates offered should be exclusive or inclusive sales tax. The rates applicable should clearly be specified
6. Institute is exempted for payment of E. Duty under notification No. 10/97.
7. The indenter reserves the right to withhold placement of final order. The indenter reserves the right to change specification without notice if it found suitable for the proposed usage. In case order is placed; the indenter reserves the right to not remain answerable about the final choice of the vender.
8. Only those venders may quote, who can be installed/integrated the full Software. Order cannot be split into two venders.
9. Attached Authorization Certificate in support of their offer failing which their quotation may not be considered.

Thanking You,

(Satyaki Roy)  
Email:-[satyaki@iitk.ac.in](mailto:satyaki@iitk.ac.in)