



**Indian Institute of Technology Kanpur  
Physical Education Section**

Enquiry No: Flex Items/IITK/PES/IISM/ 118  
Date: 03<sup>rd</sup> November 2016

**Request submission of quotation for Flex items: -**

Sealed quotations are invited from registered firms for **Printing Various Flex items** for 51<sup>st</sup> Inter IIT Sports Meet 2016 in single bid format (Price bid). The event is scheduled to be held during 12<sup>th</sup> to 19<sup>th</sup> December, 2016.

**Enquiry No : Flex Items/IITK/ PES/IISM/ 118**

**Opening Date : 03. 11. 2016**

**Closing Date : 11. 11. 2016, 15:00hrs (Closing date has been extended till 15<sup>th</sup> November 2016)**

**Please provide the following:**

SI. No.	Items	Offered Rate / Square Feet in INR
1	Banners including installation and removal after festival	
2	Mega Banners including installation and removal after festival	
3	Backdrop with iron frame including installation and removal after festival	
4	Hoarding with iron frame including installation and removal after festival	

**A rough estimate of printing requirements is as follows:**

**1. Hoardings:**

SI. No.	Venue/Details	Size (approx.)	Quantity (tentative)	Offered Rates in INR
1	IITK Main Gate	12*6	1	
2	Security Checkpoint	15*10	1	
3	IITK Map (Old SAC)	----	1	
4	Academic Area Gate	20*20	1	
5	Schedule	10*10	4	
6	Schedule & Result	10*10	15	
7	Side Hoardings	10*3	200	
8	Sports Area Maps	8*8	3	
9	New SAC Gate	----	1	
10	GC Tally	15*10	2	

**2. Mega Banners:**

SI. No.	Venue/Details	Size	Quantity	Offered Rates in INR
1	Dropdown posters in Football & Hockey Ground	8*30	4	
2	Dropdown in Main Ground	15*10	3	

3	Opening Stage Banner	60*8	1	
4	Badminton & TT	15*10	2	
5	Tennis Court	12*10	2	
6	Volleyball	12*10	1	
7	Old SAC	6*15	2	
8	Basketball	15*10	1	
9	Cricket Ground	15*10	2	
10	Hospitality Desk	18*3	1	

### 3. Standees:

SI. No.	Venue/Details	Size	Quantity	Offered Rates in INR
1	Standard size standees	10 x 3ft	100	

### 4. Banners:

SI. No.	Venue/Details	Size	Quantity	Offered Rates in INR
1	Standard size Banners	10 x 3ft	200	

### 5. Backdrop:

SI. No.	Venue/Details	Size	Quantity	Offered Rates in INR
1	Pronite Ground		2	
2	OAT		3	
3	Side backdrops in OAT		2	
4	Weightlifting	13*10	1	

### 6. Gates:

SI. No.	Details	Quantity	Offered Rates in INR
1	Large	1	
2	Medium	3	

### Terms and Conditions:

- 1 Enquiry will be sent by courier / registered post / speed post/ Hand and IIT Kanpur will not be liable for any kind of irregularity/ delay.
- 2 The quotation in a properly sealed envelope addressed to the Prof. N R Patra, Convener, IISM invariably giving on the envelope reference of enquiry.
- 3 The quantity mentioned in enquiry is and shall be deemed to be only approximate and will not in any manner be binding on the Institute.

- 4 Firms will quote separately for each item per day.
- 5 The Rate offered should be free delivery to IIT Kanpur or Ex-go down in case of firms situated outside Kanpur.
- 6 If items are imported, then the firms should quote the price on F.O.B. basis.
- 7 In case of Ex-go down terms the amount of packaging, forwarding freight etc. should clearly be mentioned by percentage or lump sum amount. Current rate of tax as and other statutory levies must be mentioned.
- 8 The rates offered/ applicable should clearly be specified **including Transportation Charges, Service Tax and other taxes applicable** (if any).
- 9 All the designs will be provided to you in psd and .jpeg format. No extra charge will be given for conversion of design format.
- 10 The quantities and sizes mentioned in the tender are approximate. Exact details will be mentioned in the work order.
- 11 No payment will be made for the item whose specifications will not match with those mentioned in work order.
- 12 Quotation should have validity of at least till January 31, 2017 days from the date of opening.
- 13 The rates quoted should be in metric units; otherwise your quotation is liable to be ignored.
- 14 The 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 is reserved.
- 15 All the consignments must be securely packed and booked duly insured addressed to the Dy. Registrar (S&P).
- 16 Institute is exempted for payment of Excise Duty under notification No. 10/97 & partially @ 5.15% Custom Duty exemption certificate under notification 51/96 and road permit will be provided if applicable.
- 17 The Penalty @ 1% per week or part thereof subject to a maximum of 10% of the delivery price will be deducted from the balance payment if supply is not completed within stipulated period.
- 18 The Concessional Form 'C/D' have been abolished w.e.f. 01.04.2007.
- 19 Our standard payment terms & condition shall be made only after completion of work and satisfactory report from the user and actual bill verified by the intender failure to do so will result in appropriate levies.
- 20 Applicant is required to submit his/her name, postal address, current telephone/Mobile No, email address.
- 21 There could be more printing items other than those mentioned above.
- 22 **We require your office to be open during night as well, as there can be some urgent requirement two days before the festival, and during the event.**
- 23 Minimum experience of 3 events (like Antaragni and Techkriti) in IIT Kanpur and 5 events (with similar scale) in Kanpur City is must.

Send your quotation/offer in a sealed envelope vide **Enquiry No: Flex Items Main Meet/IITK/PES/IISM/ 118** at the following address before **11<sup>th</sup> November 2016, 15:00hrs.**

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