



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

Quotation Enquiry

Ref: IIT(BHU)/ACD/Conv./Purc./2023-24/QTN/10

Date of Tender Enquiry: 16.09.2023

Last date & Time of Submission of quotation: 29.09.2023 at 17:00 Hrs

Dear Sir,

Please submit your lowest quotation for supplying the under mentioned items. Quotation in duplicate must reach us before the date marked above and should contain the following information:

1. Full specifications of the item were offered and its F.O.R. rate IIT (BHU) Varanasi should be clearly mentioned.
2. Clearly mention the date of validity of offer.
3. **Kindly clearly mention your E-mail ID and Mobile number.**
4. Kindly mention appropriate GST % as applicable for supplying of Goods & Services to educational institution.
5. Please mention your GST registration number and PAN in the quotation.
6. Conditions of supply and terms of payment shall be clearly mentioned in the quotation.

Quotation must be sent in **sealed envelope** with word "**QUOTATION for Flower Decoration**" and addressed to Office of the Dean (Academic Affairs), IIT (BHU), Varanasi- 221005 (UP). Our reference number and last date as given above should be clearly marked over it.

Sl. No.	Name of Item	Rate
1.	Flower Decoration as per details mention below: <ul style="list-style-type: none">• Stage,• Dias,• Podium,• 2 Statues,• Channel Gate, Main Gate• Mala 30 Pcs• Loose Flower Petals of different colors for Rangoli (approx. 10 kg.)	

N. B.: Other terms & conditions pertaining to items mentioned above are given below:

1. The Above quantities are approximate, it may increase or decrease as per actual requirement, accordingly per unit cost needs to be mentioned.
2. The above are indicative places and it may be change as per the requirements of the Committee.
3. Supply must be executed in full before the designated day & time of event and original flowers should be used no plastic flowers are to be used.
4. The Flower decoration should be complete and ready at 7:00 A.M. on 06th October 2023 at the designated places.
5. Appropriated penalty as decided by the competent committee shall be levied, if the services are of poor quality and not up to the mark as proposed in the quotation.
6. The vendors may visit the office regarding the inspections of venues for Flower decoration of designated places during 11:00 A.M. to 5:00 P.M. on any day before submitting their bids.
7. Payment shall be made as per actual services provided which may increase or decrease based on the quantity of services.

The sealed quotations will be opened in the purchase committee meeting to be held in the office of Dean of Academic Affairs.

15/9/23
Dean (Academic Affairs)
अधिष्ठाता (शैक्षणिक कार्य)
INDIAN INSTITUTE OF TECHNOLOGY
(BANARAS HINDU UNIVERSITY)
भारतीय प्रौद्योगिकी संस्थान
(काशी हिन्दू विश्वविद्यालय)
VARANASI/वाराणसी