



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

QUOTATION ENQUIRY
Academic Affairs

Ref: IIT(BHU)/ACD/Convocation/Purchase/2019-20/QTN/22 Due Date :27/10/2019 Date :18/10/2019
(Last date of quotation receiving) (Date of tender enquiry)

Dear Sir/Madam,

Quotations are invited for Display of Poster on 8th November, 2019 as per the forthcoming 8th convocation of the Institute scheduled to be held on 8th November 2019, in sealed envelope. Quotations in duplicate must reach us before the date marked above and should contain the following information:

1. Full specification and make of the item offered and its rate F.O.R. Varanasi.
2. Kindly mention appropriate GST % as applicable for supplying of Goods & Services to educational institution.
3. Please mention your GST registration number and PAN in the quotation.
4. Conditions of supply and terms of payment shall be clearly mentioned in the quotation.
5. If you have proprietary right over the product, please mention the same in your quotation and provide a certificate.

Quotation must be sent in **sealed envelope** with word "**QUOTATION**", our reference number, and due date as given above, clearly marked over it.

Sl. No.	Name of Items	Quantity
1.	Stall for Poster Display Size: 2 X 2 Mtr.	Approx. 5 Stall

N. B.: Other terms & conditions pertaining to item mention above, shall be mentioned below:

1. Above quantities are approximate. It may increase or decrease as per our requirements.
2. Rates must be quoted in the column "**Rate per pc. Per day/ per sq. ft**".
3. Supply must be executed in full from the date of receipt of the order.
4. Order quantity shall be decided before the event and accordingly the order shall be placed to the lowest eligible & responsive Bidder.
5. Penalty @ 1% per week and a maximum of 10 % will be deducted in case of delay in supply
6. Supply may be rejected, if not found up to the mark and in conformity with the sample provided along with the quotation.

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

Rajiv Prakash
DEAN, ACADEMIC AFFAIRS
HOD, COSUP (शैक्षणिक कार्य)
INDIAN INSTITUTE OF TECHNOLOGY
(BANARAS HINDU UNIVERSITY)
भारतीय प्रौद्योगिकी संस्थान
(काशी हिन्दू विश्वविद्यालय)
VARANASI/वाराणसी