



भारतीय प्रबन्ध संस्थान, लखनऊ
INDIAN INSTITUTE OF MANAGEMENT, LUCKNOW

To, M/s	RFQ No: IIML/ALUMNI/ TENTAGE SERVICES/31/2019-20 Date: 30/08/2019
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**REQUEST FOR QUOTATION: HIRING OF TENTAGE SERVICES AND SUPPLY OF OTHER ITEMS FOR
SPECIFIC ACTIVITY AT INDIAN INSTITUTE OF MANAGEMENT, LUCKNOW.**

Dear Sirs,

IIM Lucknow intend to hire services of tentage for Alumni Conclave for a period of 02 days (28/09/2019 to 29/09/2019) and for Summer Placement for a period of 09 days (09/10/2019 to 17/10/2019). No. of events days may increase or decrease. Please quote your lowest rates as per the following specifications:

Sl No	Description of items	Estimated Qty (Nos)
1	Round Tables with table cloths	20 nos. for 02 days
2	High Back Chairs	60 nos. for 02 days
3	Hand held / Collar Mikes	05 nos. for 02 days
4	T-Shirts	45 nos. (Please see specification)
5	Standy Flex	06 Nos. of Flex-Size 10"x2" with iron/wood frame 04 Nos. of Flex-Size 15"X12" with iron/wood frame For 02 days
6	Cooler Fan	05 Nos. for 09 days
7	Pillow	50 Nos for 09 days
8	Bed Sheet	100 Nos for 09 days

Kindly send us your quotation along with the most competitive rates, delivery period, validity of rates etc. as per Annexure – A within the date mentioned below in a sealed envelope addressed to **Officer on Special Duty, Indian Institute of Management, Prabandh Nagar, IIM Road, Lucknow – 226 013** with Enquiry No. and date super scribed before **1400 hours on 11/09/2019** the due date. The quotations should be sent by Registered/Speed post or Courier services only. Quotations received after the due date/time shall not be considered for further processing.

A PRE BID MEETING IS ALSO SCHEDULED ON 04/09/2019 at 02:00 PM.

Disclaimer Clause:

IIM Lucknow has the discretion and right at any stage to cancel/add or amend the information, terms, procedure and protocol set out in the RFQ and the bidder has no claims against such right. The Institute has right hereunder to terminate the arrangements at any time without assigning any reason whatsoever. The jurisdiction **for dispute (s), if any, shall be Lucknow**

Thanking you,

Yours faithfully,

Administrative Officer
Purchase & Stores

Enclosure : 1. General Terms & Conditions
2. Annexure- A

भारतीय प्रबन्ध संस्थान, लखनऊ
INDIAN INSTITUTE OF MANAGEMENT LUCKNOW
Prabandh Nagar, IIM Road,
Lucknow – 226 013

Website: www.iiml.ac.in; E-mail:- purchase@iiml.ac.in

General terms and conditions

Eligibility Criteria

The bidder must submit:

- Registration Number of the bidder's firm along with the GSTIN and the PAN number allotted by the concerned authorities.
- Details regarding the provision of support during event.

Terms and Conditions

The bidder must ensure:

A) Pricing:

- Quote price for each of the components and also the total amount as per the tender document.
- The prices are to be quoted on individual item Exclusive of taxes rather than the total package.
- Quote only for the items specified in the tender. No changes in the configuration or deviation from the tender document will be permitted.
- Need not suggest any alternative product or different configuration in the same product.
- Please indicate the rate (s) of GST/ any other Tax (as may be applicable) explicitly

B) Payment Terms:

- Payments will be made on after successful completion of event.

C) Procurement Rights: IIML Reserves the right to conclude the quantity with entire or partial as mentioned in the RFQ.

D) Validity of rates should be of minimum 60 days.

E) Number of items may increase or decrease.

F) L1 vendor would be decided on totality basis for Hiring items and item wise for supply of items

G) Selected bidder has to deposit Rs.5000/- as security deposit in shape of DD.

Scope of Work

Vendor has to deliver and install ordered items for given period and provide complete support during whole event. Aforesaid estimated required may increase or decrease as per institute requirement.

Penalty Clause:

- (a) In case of any damage in supplied material under warranty period and if same is not replaced within stipulated period, Cost of the same will be deducted from deposited security money.

Disclaimer Clause:

IIM Lucknow has the discretion and right at any stage to cancel/add or amend the information, terms, procedure and protocol set out in the RFQ and the bidder has no claims against such right. The Institute has unfettered right hereunder to terminate the arrangements at any time without assigning any reason whatsoever. The jurisdiction **for dispute (s), if any, shall be Lucknow**

DISPUTE SETTLEMENT & APPOINTMENT OF ARBITRATOR:

“All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of the Tender and the resulting agreement or the breach thereof that cannot be settled by good faith and negotiations between the parties within 60 days of the commencement of negotiations shall be settled by referring the dispute to the Director, IIM Lucknow, who may either himself

decide the dispute as Arbitrator or appoint some other person as Arbitrator to adjudicate the same, who shall be unconnected with IIM Lucknow. The proceedings will be governed by the provisions of the Arbitration & Conciliation Act 1996.

By consent of parties the jurisdiction of all other courts are excluded and the courts at Lucknow alone shall have jurisdiction. The language of the Arbitration shall be English.

The venue of Arbitration proceedings shall be Lucknow”

SPECIFICATION OF T-shirt

1. Technical Specifications of T-shirts:

1. Single pique (Matty material knitted)

~ Yarn used: 20's compact/super combed GSM: 190-200 gm2

Dying: Azo free dyes have been used to dye this fabric

Fabric: Single Pique

Fabric processing: Bio polishing

Finishing: Enzyme wash and Bio Polished for a smooth surface & Compacted on “laffer Stunter”

2. Colour: The T-Shirt may be required in three (03) colours (Black, Navy Blue and Grey).

3. Size: There would be all the sizes (Small (S), Medium (M), Large (L), Extra-Large (XL) & Extra-Extra Large (XXL)).

4. Material: Cotton.

5. LOGO :????????

Annexure-A

S. No.	Descriptions of the Firm	
1	GST No. of the Firm (attach attested copy)	
2	PAN/ GIR No. of the Firm (attach attested copy)	
3.	Registration No. of the Firm	
4.	Name of Tendering Company/ Firm	
5.	Name and Contact No. proprietor/Director of company/Firm/ Contractor	
6.	Address of Tendering Company/ Firm/ Contractor	
7.	E-mail Address of proprietor/Director	

Certified that all above information's are correct to the best of my/ our information, knowledge and belief.

The offered rates are as follows:

HIRING:

Sl No	Descriptions of item	Qty (Nos)	Rate per day (Rs.)	GST @%	Total Amount
1	Round Tables with table cloths	1			
2	High Back Chairs	1			
3	Hand held / Collar Mikes	1			
4	Cooler Fan	1			
5	Pillow	1			
6	Bed Sheet	1			

SUPPLY:

1	T-Shirts	1			
2	Standee Flex				
	1. Flex-Size 10"x2" with iron/wood frame	1			
	2. Flex-Size 15"x12" with iron/wood frame	1			

Other Charges (if any) :

Cartage Charges (if any) :

Delivery Period (in days) :

Dated

Name & Signature with Seal of the Bidder