



IISER Mohali

भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

मानव संसाधन एवं विकास मंत्रालय, भारत सरकार द्वारा स्थापित

सैक्टर 81, नॉलेज सिटी, पी. ओ. मनोली, एस. ए. एस. नगर, मोहाली, पंजाब –140306

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI

(Established by Ministry of Human Resource Development, Govt. of India)

Sector-81, Knowledge city, PO-Manauli, SAS Nagar Mohali-140306, Punjab

PAN NO. - AAAAI1781K TAN NO. PTLI10692D

• Phone : +91-172-2293118-19 • Fax : +91-172-2240124, 2240266 • <http://www.iisermohali.ac.in> • Email: stores@iisermohali.ac.in

E-mail/CPPP /website

IISERM(408) 14/15 Pur

15th September 2014

NOTICE INVITING QUOTATION

Dear Sir

Sealed Quotations are invited on behalf of Director IISER Mohali for the purchase of following items so as to reach latest by 01st October 2014 before 1 pm. The Quotations will be opened on the same day at 4 pm in the presence of tenderers, if any :-

Sr	Description
01	Signages Plates for Informatics Centre Specifications of Sinage Plate 1. Base 3mm clear acrylic 2. Pocket sleeves 3mm and 2mm clear acrylic sheets 3. Plate Romarc sheet, silver colour 1mm thick pasted on 2 mm thick black acrylic sheet. 4. Laser etching 5. Should be in bilingual i.e English and Hindi For hanging, SS chain to be provided. Approximate area : 20,000 sq inches (may increase or decrease)

NB :-

- Design, Text , colour, size and name of the fonts will be given by Institute
- Fixing and Commissioning has to be done by Company
- Some signages have to fix on glass walls and Book Racks without drilling and nailing
- Some signages have to be mounted on tables
- Before aheading the job, the sample has to be approved by Institute
- Text plates should not be permanently fixed i.e need replaceable plates
- No spelling mistakes are accepted
- Institute is not responsible for damage of any signage(s) while fixing.
- The Company has to see the sample available with Institute before submitting the quotation.

Yours faithfully,
Sd/-
(Mukesh Kumar)
Assistant Registrar (S&P)

INSTRUCTIONS

1. Inquiry will be sent by UPC/Courier/Speed Post and IISER Mohali will not be liable for any kind of Postal delay.
2. The Quotation should be addressed to the Director IISER Mohali invariably giving on the envelop Reference No. with date and Due date with time.
3. One time importers from China with custom made specifications are highly discouraged.
4. The quantity mentioned in this inquiry is and shall be deemed to be only approximate and will not in any manner be binding on the Institute.
5. Firms will quote separately for each article.
6. The rates offered should be FOR Chandigarh/Mohali in case of firms situated outside Chandigarh/Mohali, and free delivery at the Institute premises in case of local firms. Supply outside India please mention the FOB/FCA price clearly.
7. In case of Ex-godown terms the amount of packaging forwarding freight etc should clearly be indicated by percentage or lump sum amount. Institute has policy not to make any advance payment towards any purchase, Letter of credit can be open if required.
8. In case of foreign consignment CIF/FOB should be mention clearly. **THE INSTITUTE IS EXEMPTED FROM EXCISE AND CUSTOM DUTY/ SERVICE TAX**
9. **SALES TAX :-** This Institute is not exempted from the payment of Sales Tax/Service Tax/VAT. The current rate (i.e. percentage of Sales Tax should be clearly indicated included or excluded) wherever chargeable.
10. The delivery period should be strictly adhered, the firm have to be execute the supply within 06 weeks from the date of Purchase order and installed the same within next 03 weeks.
11. The firms are requested to give detailed description and specifications together with the detailed drawings, printed leaflets and literature of the Article quoted. The name of the manufactures and country of manufacture should also invariably be stated in the absence of these particulars the quotation is liable for rejection.
12. Validity of offer: 90 days.
13. Late or delayed quotation will not be accepted.
14. Service Facility: Please mention the nearest service centre to IISER Mohali and the time required to attend the call
15. The right to reject all or any of the quotation and to split up the requirements or relax any or all the above conditions without assigning any reason is reserved.