



# INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY

Shibpur, P.O. Botanic Garden (Formerly Bengal Engineering and Science University)

HOWRAH (West Bengal, India)-711103

Phone: 033 26684561

## Notice Inviting Tender

Tender No: **06/DY.REG/21-22**

Date: **14.06.2021**

Sealed quotations are invited from Flower decoration with venue branding for the purpose of the annual Convocation at IEST, Shibpur, Howrah - 711103.

The quotation will be received in the drop box.

<b>Important Information</b>	
Drop Sealed Quotation at	Office of Deputy Registrar, Stores and Purchase
Start date of tender Submission	15.06.2021
Time	Between 11:00 am and 5:00 pm (on all working days)
Last date of tender submission	18.06.2021 at 01:00 pm
Tender Opening date	18.06.2021 at 02:00 pm
Work Completion time	15 days from the date of Work Order

REGISTRAR

### Terms & Conditions:-

1. All rates quoted should be inclusive of all taxes, levies & duties. The rate should be quoted both in figures and words.
2. The work should be executed carefully without damaging existing underground / overhead service lines (Water, Electricity, Sewerage lines)
3. Bidder should visit the site and assume the quantity of the work prior to submission of tender.
4. No advance payment can be made
5. The Order no is to be noted on both Challan & Bill
6. Payment will be made on submission of proper bill, Challan etc., by A/C payee cheque. No cash payment will be made under any circumstances
7. Copies of the PAN Card & GST Registration Certificate and Trade License and Professional TAX Certificate should be attached with the quotation
8. Contractors / Bidders are requested to inspect the site before submitting the quotation.
9. Date of submission of quotation is **18.06.2021 up to 1:00 pm at the Office of the Deputy Registrar, Stores & Purchase.**
10. **Opening on 18.06.2021 at 2.00 pm at the office of the Superintendent Engineer.**

S.N. Datta  
Deputy Registrar  
Stores and purchase

Copy forwarded for information and necessary action to:

1. Institute Website
2. Office of the Suptd. Engineer
3. All Notice Board

**Bidder Name, Address, Contact no. and email id must be super scribed on the sealed envelope.**

**INDIAN INSTITUTE OF ENGINEERING, SCIENCE & TECHNOLOGY, SHIBPUR,  
HOWRAH-711103.**

**BOQ for the work of flower decoration with venue branding for the purpose of the annual  
Convocation at IEST, Shibpur, Howrah - 711103.**

**NIT no: 06/DY.REG/21-22**

Sl. No	Description of items of work	Unit Nos.	Quantity	Rate	Amount (Rupees)
1	Supply on hire basis of throne chair ( for two days)	Nos.	4.00	500.00	2000.00
2	Supply on hire basis of tea table with velvet cover ( for two days)	Nos.	4.00	125.00	500.00
3	Supply on hire basis of podium with Institute logo branding with sun board & vinyl pasting ( for two days)	Nos.	2.00	1000.00	2000.00
4	Supply and laying on hire basis brand new carpet (red) ( for two days)	Sq ft.	600.00	6.00	3600.00
5	Back drop framing and black back flex printing with back support (19n ft. X 8 ft.) ( for two days)	Sq ft.	152.00	25.00	3800.00
Flower Decoration					
6	Artificial flower arrangement for podium and suuoundingarea of venue ( for two days)	Lot	1.00	5000.00	5000.00
7	Original flower bouquet for table	nos.	4.00	125.00	500.00
8	Acrylic name plate with printing	Nos.	4.00	20.00	80.00
9	Transportation cost	LS	1.00	3500.00	3500.00
<b>Total</b>					<b>20980.00</b>
<b>Add GST 12%</b>					<b>3776.40</b>
<b>Net</b>					<b>24756.40</b>

**To qualify for award of the contract the bidder:** -(a) should have satisfactorily completed as a prime contractor at least one similar work **Security Deposit:** The employer shall retain 10% from each payment due to the contractor as security deposit which shall be released when the Period of Maintenance has passed and Engineer has certified that all defects notified by the Engineer to the Contractor before the end of this period have been corrected. **Period of Maintenance.** The "Period of Maintenance" for the work is twelve months from the date of taking over possession of the completed works or one full monsoon season whichever occurs later. During the period of maintenance, the contractor will be responsible for rectifying any defects in construction free of cost to the Employer

I / We offer to execute the Works described in the Bill of Quantities of the Tender Document in your letter / tender no referred to above in accordance with the Conditions of Contract enclosed therewith at \_\_\_\_\_ percentage above / below (\*) the estimated rates, i.e. for a total Contract Price of

Rs. \_\_\_\_\_ [in figures] \*

Rs. \_\_\_\_\_ [in words]"

Authorized Signature :

Date: \_\_\_\_\_