



No. LIB/01/CONT/2023-24

May 22, 2023

**Notice Inviting Tender**

**Name of the work:**

Charges for remodeling of existing wooden tables into centre tables for Ramanujan Central Library of the Institute.

**Description of item:**

Sealed quotations are invited by the Librarian (Actg.), Indian Institute of Engineering Science and Technology Shibpur, Howrah 711 103 for remodeling of existing wooden tables into **3 (three) nos.** wooden centre tables, size (3' x 2' x 1 ½') fitted on the wooden panel along with wooden rack attached at the lower portion of the table with 12 mm thick black glass fixing on the top. The complete wooden structure should be first class polished finish. The rate shall include the making charges with the cost of glass and other materials, etc. and all applicable taxes – all complete.

**Job completion period:**

Jobs related to the making of three Centre Tables are to be completed within one month from the receipt of the order.

**Terms and Conditions:**

All rates quoted should be inclusive of all taxes, levies and duties. The rates should be quoted both in figures and words. Request for inclusion of any tax/levy at later stage will not be entertained. Quotation is to be kept valid for acceptance for 6 months with effect from the last date of submission of quotation (i.e., from 16<sup>th</sup> June 2023) without any modifications in its terms and conditions. Bills in duplicate should be presented for payment within 30 days after the delivery of the materials and payment will be made within 60 days of submission of proper bills. No advance is paid for execution of the order. All bills are to be accompanied by copy of purchase order and signed delivery challan. All payment is subjected to statutory deductions as and when applicable. Period of execution of work should be within one month from the receipt of the purchase order. If the supply/execution is not completed within the stipulated period as indicated in the purchase order a Liquidated Damage @ 0.5% per week will be imposed on the value of purchase order subject to maximum of 10% of the value of work order.

Notwithstanding the above, the IEST Shibpur authority reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of order/contract.

The quotation should be addressed to **The Librarian (Actg.), Indian Institute of Engineering Science and Technology, Shibpur, Howrah 711 103** and will be accepted in his office between 11.00 A.M. and 5.00 P.M. on all working days of the Institute on or before 16<sup>th</sup> June 2023.

(Dr. H.P. Sharma)  
Librarian (Actg.)

**Copy forwarded for information and necessary action to:**

1. Institute Website
2. All Notice Boards
3. The Assistant Registrar (Stores and Purchase)