

**DEPARTMENT OF METALLURGY AND MATERIALS ENGINEERING**

Indian Institute of Engineering Science and Technology, Shibpur  
Howrah-711 103

Enquiry No. 01/GIMII/MET/IEST/2019-20

09<sup>th</sup> September, 2019

To,

All the Enlisted Suppliers/Dealers/Manufacturers

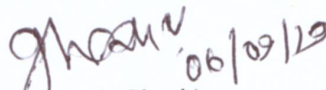
Sealed quotations are invited for supply of the following for the National Seminar (GIMII 2019) Organized by the Dept. of Metallurgy and Materials Engineering in association with Corporate Monitor and IIM, BESU Chapter. The sealed quotations should be addressed to the Head of the Department indicating enquiry no. with date on the top of the sealed envelope. The sealed quotations should be submitted at the office of the department on any of the working day up to 09/09/2019 till 5.00 P.M. The order items are to be delivered on 10.09.2019

Sl. No.	PARTICULARS	Unit Price	Minimum order Quantity
1	Tea Black (Tea bag) / Tea (Milk) 140 ml. and Cookies (To be served in Cup and saucer with spoon. Separate sugar cube to be provided)		125 nos.
2	Coffee Black / Coffee (Milk) 140 ml. Cup (To be served in Cup and saucer with spoon. Separate sugar cube to be provided)		80 nos.
3	High Tea Packet (Chicken Sandwich / Veg. Sandwich, Slice Cake (Price to be mentioned), Sweet 01 pc. (Price to be mentioned), 200 ml. Water bottle.		125 nos. to be served on plate
4	Lunch on 10.09.2019 :Veg Soup, Fish Fry/ Veg Fry, Masala Kulcha, Dal Makhani, Jeera Rice, Chicken Korma / Paneer Korma, Fruit Chatni, Sweet Cards-100 gms, Rasmalai- 01 cup, Water 500 ml. GST Extra as applicable		50 plates to be served as buffet system 50 nos. as packet
5	Mineral Water 20 lts. Jar, Plastic glass  (Price inclusive of delivery, packing, service,		

  
Manojit Ghosh  
Head  
Dept. Of Met. & Mat. Engg.  
Indian Institute of Engineering  
Science and Technology, Shibpur  
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**Terms and conditions:**

- i. All rates quoted should include all taxes, levies & duties. **Request for inclusion of any tax/levy at later stage will not be entertained.**
- ii. Transportation, Packing Charges if any to be charged should be specifically indicated.
- iii. Delivery place: Department of Met. & Mat. Engg., IEST, Shibpur.
- iv. GST applicable will be as per norms.
- v. The Institute reserves the right to accept or reject all or any of the quotation without assigning any reason whatsoever. The decision of the Institute shall be final in case of any dispute.
- vi. The delivery of items must be completed on 10.09.2019.
- vii. Bills in Triplicate should be presented for payment within 07 days of supply/completion of Items / work.
- viii. The Order no. is to be noted on both challan & Bill.
- ix. All bills are to be accompanied with the order copies and challans.
- x. Payment will be made within 90 days from Submission of proper bills; challans etc. by A/c payee cheque or NEFT. **No Cash payment will be made under any circumstances. No advance payment can be made All payments are subjected to statutory deductions as and when applicable.**
- xi. SELECTION WILL BE MADE PURELY ON ESSENTIAL TECHNICAL DOCUMENTS. The IESTS authority will evaluate and compare the quotations (the gross amount i.e. inclusive of all taxes, other charges etc.) determined to be substantially responsive i.e. which- (a) meet the qualification criteria specified in the tender, (b) Are properly signed, and (C) Conform to the terms and conditions, specifications without deviations.
- xii. The bidder must submit photo copy of valid Trade License, GST certificate, Professional tax certificate and PAN card along with the quotation.

  
(Manojit Ghosh)  
Head

Copy forwarded for information to:

Institute Website, IEST, Shibpur, Howrah-711103

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