



## INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

Prabandh Nagar, IIM Road  
Lucknow 226013

### CORRIGENDUM-I

Dated: 06/03/2020

Sub: Corrigendum regarding dates of requirement.

Reference to RFQ No: IIML/ Convo/47/2019-20 dated 02/03/2020 for “HIRING OF Tentage items for 34th Convocation 2020 at Indian Institute of Management, Lucknow”.

Please read “period of 04 days (19/03/2020 to 22/03/2020)” as period of **02 (two) days (20/03/2020 and 21/03/2020)**, but the vendor had to supply the material one day before evening and collect the same on next day of the event”. Please quote your rates accordingly.

The quotations should be sent by Registered/Speed post or Courier services/ by hand.

Rest terms and conditions of tender shall remain unchanged.

-sd-

Administrative Officer  
Purchase & Stores



**भारतीय प्रबन्ध संस्थान, लखनऊ**  
**INDIAN INSTITUTE OF MANAGEMENT, LUCKNOW**

To, M/s .....	RFQ No: IIML/ Convo/47/2019-20 Date: 02/03/2020
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**REQUEST FOR QUOTATION - HIRING OF Tentage items for 34th Convocation 2020.**

Dear Sirs,

IIM Lucknow intend to hire the following items for 34<sup>th</sup> Convocation 2020 for a period of 04 days (19/03/2020 to 22/03/2020). SHORTLISTED VENDORS are invited to quote their lowest rates as per the following specifications:

Sl No	Description of items	Estimated required Qty (Nos)
1	Mattress	45+200
2	Bed Sheets	90+400
3	Pillow with cover	45+200
4	Blankets	45+200
5	Cot (bed)	45
6	Towel	45

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 10<sup>th</sup> March 2020** 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.

**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**

Thanking you,

Yours faithfully,

-sd-  
Administrative Officer  
Purchase & Stores

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

## **GENERAL TERMS AND CONDITIONS**

- 1. NAME OF WORK:** Providing aforesaid **Tentage items on hiring basis** for 34<sup>th</sup> Convocation 2020 for four days at Indian Institute of Management Lucknow Campus, Prabandh Nagar, IIM Road, Lucknow-226013 (The Institute).
- 2. SCOPE OF WORK:** The scope of work as mentioned in the enclosed bill of quantity.
- 3. EARNEST MONEY DEPOSIT:** Quotation must be sent along with Demand Draft of Rs. 10,000/- (Rupees Ten Thousand only) from any scheduled bank in favour of “Indian Institute of Management, Lucknow” payable at Lucknow. The EMD of the successful bidder will be retained as security deposit till completion of work.
- 4. COMMENCEMENT DATE:** The date of commencement of work shall be the date of issue of the Letter of Intent. The contractor shall have to start the execution of work as per Letter of Intent from the date of issue of Work Order/LOI failing which Institute may reject the award of work and get the work done by engaging other agency.
- 5. PERIOD FOR COMPLETION:** The successful bidder will be required to make all arrangements (as per bill of quantity and as per the requirement of the site) and complete the work as per Letter of Intent from date of issue of work order i.e. the tentage items shall be ready on 19/03/2020.
- 6. SUBLETTING:** Subletting the awarded work to other party is not allow. If found, appropriate action will be taken against successful bidder.
- 7. PAYMENT:** Full payment shall be released after the successful completion of the awarded work.
- 8. TAX / DUTIES:** GST on the quoted rate will be payable by the Institute. The rates quoted shall remain firm and no enhancement / escalation on account of any other statutory / other increases by Local Authorities, State / Central Government shall be entertained.
- 9. SUB-STANDARD MATERIALS:** Any material rejected by the Institute, shall be removed from the site immediately. Failing this, the Institute shall have to rights to get these removed at the cost of the contractor and the contractor shall have no claim whatsoever in this regard.
- 10. DISPUTE AND JURISDICTION:** In the event of any dispute or difference regarding the interpretation of these conditions or any condition contained in the release order, the decision of the Director of the Institute shall be final and binding on the agencies. All disputes will be subject to the jurisdiction of courts in Lucknow only.
- 11. NON-ACCEPTANCE WORK ORDER OR NON-COMPLETION OF AWARDED WORK:** The EMD/Security Deposit submitted by bidder will be forfeited/retained by the Institute and the bidder will be blacklisted for participation in future tendering process of the Institute.

## **SPECIAL CONDITIONS**

1. All the pages of all sections of tender document shall be signed by the bidder at the lower right hand corner. Further, wherever marked signature of the bidder, the bidder must sign with date. In case the tender is being submitted by a person other than the owner of the firm, the owner must issue an authorization letter in this regard for submission of tender.
2. No mobilization advance will be paid to the contractor.
3. The rates quoted by the contractor and accepted by the Institute shall be firm and fix for the above work and no escalation shall be paid to the contractor in this account.
4. In case Institute is not satisfied with the performance of contractor, the Institute is empowered to get the work completed by other agency and debit the expenditure on contractor's account. No objection or claim, whatsoever on this account will be entertained.
5. Rates shall be deemed, inclusive of payments of dues by the contractor to the labour in accordance with the prevailing labour laws.
6. IIML, reserves the right to curtail or enhance the scope of work either by removing of certain items entirely or by reducing/increasing the quantities of certain items as required by the Institute from time to time and therefore, the final value of the work shall be worked out and paid to the extent of work actually carried out.
7. In case of defective works the same shall be rectified by the Contractor at his cost.
8. IIM, Lucknow reserves the right to terminate the agreement even without giving notice in the event performance of the contractor is not found satisfactory.
9. Income Tax as per the rules will be deducted from the bill and the amount so deducted will be credited to the Income Tax authorities and a certificate of the amount credited will be issued by the account section of IIM, Lucknow.
10. Prevailing Turnover Tax, if applicable, will be recovered as per Government rules.
11. The dispute, if any, will be referred to the Director, IIM and her decision will be final and binding.
12. All disputes arising out of the order will fall under jurisdiction of Lucknow Court.
13. Prior intimation will have to be given to Engineer In-charge/AE by the contractor if he proposes to work on Sundays or any other holidays. The additional cost of wages and any other cost by overtime or shift work shall be borne in full by the contractor.
14. The terms & conditions given in quotation Inviting Notice are also the part of the General terms & condition.

**INFORMATION TO BE FURNISHED BY THE BIDDER**

The bidder are required to provide the following details in the prescribed format and also enclose self-attested copy in support of the information provided, wherever applicable:

1.	Name of the Bidder (Firm)	:	
2.	Address of the Bidder/ Firm	:	
3.	Contact Phone number(s) of the bidder: Email ID:	: : :	
4.	Year of Establishment	:	
5.	GSTIN No. (Enclose certificate)	:	
6.	Authorisation letter from the owner of the firm, if bidder is other than the owner of the firm.	:	

This is to certify that I have understood the terms & condition of the tender document and all the information provided above & enclosed is true to the best of my knowledge and belief.

Further, I have visited the actual cite, where the services need to be provided, and submitted my quotation based on the same.

**Signature of the Bidder** \_\_\_\_\_

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

**Bill of Quantity****(To be filled on Letter Head of the company)**Tentage items for 34<sup>th</sup> Convocation 2020

<b><u>S. No.</u></b>	<b><u>Description</u></b>	<b><u>Qty.</u></b>	<b><u>Rate for mentioned quantities</u> <b>for 4 days</b> (Rs.)</b>	<b><u>Rate of GST (%)</u></b>	<b><u>Total amount (Rate+GST) including all taxes (Rs.)</u></b>
1	Mattress	45+200 = 245			
2	Bed Sheets	90+400 = 490			
3	Pillow with cover	45+200 = 245			
4	Blankets	45+200 = 245			
5	Cot (bed)	45			
6	Towel	45			
	GRAND TOTAL (in Rs.)				

***Note: Lowest bidder will be decided based on the amount mentioned in Grand Total.*****DATE:****SIGNATURE OF BIDDER WITH STAMP:**