



**INDIAN INSTITUTE OF MANAGEMENT SHILLONG**  
**Umsawli, Shillong- 793018, East Khasi Hills**  
**Meghalaya**

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ENQUIRY NO: IIMS/S&P/NIQ/24-25/027

Dated: 23.10.2024

**Sub: Notice Inviting Quotation for Hiring of Stage Lightings and Equipment's for Foundation Day on 07 Nov 2024**

Offers are invited on behalf of Director, IIM Shillong from registered/ reputed dealer, supplier for tentative requirement of items in sealed cover addressed to the Director, IIM Shillong, Umsawli, Shillong 793018 with the words “ **Quotations for Hiring of Stage Lightings and Equipment's for Foundation day on 07 Nov 2024**”, Enquiry No. with due date boldly superscribed on the top of the envelope and the offer be sent by registered cover/ speed post/ dropped in and must reach to The Stores and Purchase Officer, Indian Institute of Management Shillong, Umsawli, Shillong 793018 latest by 28 Oct 2024 at 12.00 noon

**Detailed Specification of requirement**

<b>Hiring of Stage Lightings and Equipment's for Foundation day on 07 Nov 2024</b>				
<b>Sl.</b>	<b>Particulars</b>	<b>Quantity</b>	<b>Rate</b>	<b>Amount</b>
1.	<b>Complete Light &amp; Sound:</b> 08 Nos. - Line Array Tops 04 Nos. - Subwoofers 02 Nos. – Stage Monitors 04 Nos. – Digital Amplifiers 01 Nos. – Digital Sound Mixer 06 Nos. – Sharpy 12 Nos. – PAR CAN LED Lights 04 Nos. – Smoke Machine (Heavy) 01 Nos. – DMX Light Mixer 02 Nos. – Cordless Microphones 300 Sq. Ft. – Sound & Lighting Trussing DSP, Power Distribution & Various Accessories.	01 Set of Work		

2.	<b>LED Video Wall:</b> Size: 8' (H) x 12' (W)	96 Sq. Ft.		
3.	<b>DJ (All Inclusive)</b> Renowned DJ – 2 Nos. Genre – Commercial English & Hindi Duration – 3 Hours	01 Job		
<b>Total:</b>				
<b>GST @18%:</b>				
<b>GRAND TOTAL:</b>				

**Terms and Conditions:**

1. No counter proposal is acceptable to us and conditional/late tenders are liable to be rejected.
2. Vendors/Suppliers/ Contractor are required to submit copies of valid GST and PAN Registration and copies of similar work orders executed.
3. The Quotation should be submitted **as per the format given on Official Letter Head** of the vendor indicating GST No. & PAN. The Quotation submitted should be signed, seal of vendor affixed with date. The rate quoted should be Carriage and Insurance Paid (CIP) at Central Store IIM Shillong.
4. It will be the prerogative of the Institute to place the supply order for the whole lot or in staggered manner depending upon the requirement of the Institute.
5. The Institute reserves the right to increase or decrease the quantity to be ordered up to 25% of the bid quantity at the time of placing the order. Bidders are bound to accept the orders accordingly.
6. The Institute shall have the right to reject any quotation without assigning any reason thereof. No correspondence will be entertained in this regard.
7. Only one best quality item according to Institute approved specification should be quoted against the item.
8. Vendors/Suppliers/ Contractors are required to quote for reputed brands only.
9. Quotation will be accepted subject to the verification and inspection by competent authority of IIM Shillong.

10. Quotation will only be entertained when received within the stipulated date and time mentioned in the NIQ.
11. Validity of Quotation, Rate, GST & Delivery Period must be mentioned clearly in the quotation.
12. The NIQ queries (if any) should only be e-mailed on [spo@iimshillong.ac.in](mailto:spo@iimshillong.ac.in).

**Sd/-**

**Store & Purchase Officer  
IIM Shillong**